

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

February 17, 2021

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

Based on the requirements of the Trinity County Public Health Officer to conduct social distancing and the guidelines from the CDC, to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District offices will be closed to the public at this time.
- The meetings will be conducted via teleconferencing using Zoom. (See Executive Order 29-02)
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HOW TO OBSERVE THE MEETING:

Telephone: Listen to the meeting live by calling Zoom at +16699009128, Enter the **Meeting ID** 863 5024 5406 followed by the pound (#) key. More phone numbers can be found on Zoom's website at <https://zoom.us/j/abb4GNs5xM> if the line is busy.

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://us02web.zoom.us/j/86350245406>

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HOW TO SUBMIT PUBLIC COMMENT:

Written/Read Aloud: Please email your comments to the District's Board Clerk at rwolfinbarger@tcrd.net, and write "Public Comment" in the subject line. In the body of the email, include the agenda item number **and** title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email. All comments received before **4:00 PM on the day of the meeting** will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Directors at the meeting. Comments received after this time will be added to the record after the meeting.

TCRCD Office Conference
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5:30PM

20 Horseshoe Lane, Suite 2B
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Board of Directors Meeting

Agenda

February 17, 2021

- 1.0 Call to Order Mike Rourke 5:30 PM
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
 - 3.1 Discuss and Approve Minutes for January 20, 2021 Regular Meeting
- 4.0 Financial Report
 - 4.1 Discuss Updated November Monthly Financial Report
 - 4.2 Discuss December Monthly Financial Report
 - 4.3 Discuss January Monthly Financial Report
 - 4.4 Discuss and Approve List of Warrants for December, 2020
 - 4.5 Discuss and Approve List of Warrants for January, 2021
- 5.0 PUBLIC HEARING: To Solicit and Receive Public Input for the Development of a Grant Proposal for Funding for the 2020 Off-Highway Motor Vehicle Recreation Division Grants and Agreements Program
 - 5.1 Discuss/Take Action on Resolution 21-01: Approving the Applicant to Apply for Grant Funds for the State of CA., Department of Parks & Recreation, Off-Highway Vehicle Grant Funds
- 6.0 Projects Report
- 7.0 NRCS Report
- 8.0 Trinity Collaborative Report
- 9.0 Public Comment
- 10.0 Board Reports/Correspondance
- 11.0 District Manager's Report
- 12.0 Closed Session: Government Code § 54957(b): District Manager's Report

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT
13.0 Adjourn



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

January 20, 2021 * 5:30 PM

Board Members Present: (In Person) Mike Rourke, Colleen O'Sullivan and Greg Lowden
(Zoom/Call-in) Kent Collard and Heidi Carpenter-Harris

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell and Rebekah Wolfinbarger

Other Agency Staff: Erin Taylor, NRCS (Attended through Zoom)

Guests: None

1.0 Call to Order: Meeting called to order at 5:36 PM, by Mike Rourke.

2.0 Discuss and Approve Agenda

MSC – O'Sullivan/Lowden to approve Agenda

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for December 16, 2020 Regular Meeting

MSC –O'Sullivan/Collard to approve Minutes from November, 2020 regular meeting.

4.0 Financial Reports

4.1 Discuss October Financials

Caldwell explained that they revisit prior month's financials and the three columns, there is the first look, second look, and the third is current year actual.

4.2 Discuss November Financials

Collard asked about 4900 – Vehicle & Equipment use fee revenue. Sheen explained we charge for expenditures and use fees.

4.3 Discuss December Financials



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Sheen commended both Marla Walters the new Grants Manager, and Joan Caldwell for doing an excellent job. He reported that he expects revenues to go up for the upcoming fiscal year.

4.4 Discuss and Approve List of Warrants for November, 2020

MSC –Lowden/Collard to approve the list of warrants in the amount of \$145,790.33

4.5 Discuss and Approve List of Warrants for December, 2020

MSC –O’Sullivan/Lowden to approve the list of warrants in the amount of \$184,732.11

4.6 Discuss and Approve 2021 Annual Budget Update

MSC –O’Sullivan/Lowden to approve 2021 Annual Budget in the amount of \$2,344,852

5.0 Projects Report

No Discussion

6.0 NRCS Report

Erin Taylor updated the Directors on staffing changes. She reported the Emergency Watershed Protection program and the Humboldt Bay Municipal Water District awarded a \$1,000,000 project with USFS for sediment reduction.

7.0 Trinity Collaborative Report

Sheen reported on two special meetings in December regarding the Rapid Assessment and the White paper “Firekill to Fuel Breaks.” He reported that there was a recommendation given to the Board of Supervisors. The Board passed the Resolutions and it was headed to the Regional Forester. It supports the funding and focus of the projects. He also reported Scott Russell resigned as Forest Supervisor on the Shasta Trinity National Forest. The position was detailed to Ted McArthur.

8.0 Public Comment

No Comments

9.0 Discuss and Approve 2020-2021 FY Annual Work Plan

MSC –O’Sullivan/Carpenter-Harris to approve Adopted Work Plan.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

10.0 Discuss Covid 19 Protocols

Sheen reported that Azalie Welsh put together a list of protocols to be Covid safe in the work place. It was based on the many changing laws and recommendations from many various entities. It was suggested by Carpenter-Harris that it be a living document as how rapidly the laws and recommendations are changing. Collard commented on what a great job Welsh had done putting it together.

11.0 Board Reports/Correspondence

O'Sullivan reported on the Weaverville Community Forest meeting.

12.0 District Manager's Report

Sheen reported that the Fuels Crew is planning for the new field season. They are looking at an earlier start date of February 16, 2021. Sheen said they were working on acquisitions of field equipment. They are looking to stagger start dates for the different departments. Revegetation crew would start in March and the Roads crew in May.

Sheen reported there are discussions in progress about Southern Trinity fire clean-up. He stated we are ready to help with roads, planting, and sediment reduction.

Sheen stated that the audit should be wrapped up by the week of January 25th.

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

No closed session.

14.0 Adjourn

Adjourned at 7:14 PM.

TCRCD Office Conference
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Board of Directors Meeting

Agenda

February 17, 2021

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- 12.0 Closed Session: Government Code § 54957(b): District Manager's Report
- 13.0 Adjourn



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

February 17, 2021 * 5:30 PM

**Board Members Present: (In Person) Mike Rourke, Colleen O’Sullivan and Greg Lowden
(Zoom/Call-in) Kent Collard and Heidi Carpenter-Harris**

Board Members Absent: None

Associate Board Members Present: None

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

Other Agency Staff: (Attended through Zoom) Erin Taylor, NRCS and Chris Norden, CSDA

Guests: None

1.0 Call to Order: Meeting called to order at 5:35 PM, by Mike Rourke.

2.0 Discuss and Approve Agenda

MSC –Lowden/O’Sullivan to approve Agenda

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for January 20, 2021 Regular Meeting

MSC –O’Sullivan/Collard to approve Minutes from January, 2021 regular meeting.

4.0 Financial Reports

4.1 Discuss December Financials

Caldwell reported on the updated December financials.

4.2 Discuss November Financials

Caldwell reported on the January financials. She stated there is still a lot of invoicing to do.

4.3 Discuss and Approve List of Warrants for January, 2021

MSC –Lowden/Collard to approve the list of warrants in the amount of \$90,018.56



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

5.0 Public Hearing: To Solicit and Receive Public Input for the Development of a Grant Proposal for Funding for the 2021 Off-Highway Motor Vehicle Recreation Division Grants and Agreements Program

Cynthia Tarwater with TCRCD's Roads Department explained the purpose of receiving the public's input on their grant proposal for 2021 Off Highway Motor Vehicle funding. She explained that the work that would be done would be anything from restoration, ground operations, and sign replacement. Tarwater spoke about decommissioning roads in Southern Trinity. She identified the problems with the Gemmill Road and the Bramlet Road. She identified areas of interest and challenges due to the August Complex Fires of 2020 in Southern Trinity. Mike Rourke a resident of Southern Trinity, asked some questions about specific areas and culvert work that needs to be done. Tarwater answered the questions and referred to the maps that were provided. She included a map of the fire severity in Southern Trinity which the group found of interest and to be informative. Rourke asked about the amount they would be looking at. Tarwater offered somewhere in between \$35,000 - \$40,000 for the year.

5.1 Discuss/Take Action on Resolution 21-01: Approving the Applicant to Apply for Grant Funds for the State of CA., Department of Parks & Recreation, Off-Highway Vehicle Grant Funds

Tarwater explained the Resolution was the same as the prior year. She went through the application process of the grant. She explained that this is only the first part.

MSC – O'Sullivan/Lowden to approve Resolution 21-01

Roll Call Vote: O'Sullivan, Aye; Lowden, Aye; Collard, Aye; Carpenter-Harris, Aye; Rourke, Ayes: 5, Noes: 0, Absent: 0

6.0 Projects Report

No Discussion

7.0 NRCS Report

Erin Taylor updated the Directors on what their current focus has been with field visits and accepting applications that will later be turned into grants. She shared updates and deadlines for the equip fund pools. She reported that the EWP agreement was signed with the Humboldt Bay Municipal Water District was signed and they are looking to start work. She asked the Directors if they would be interested in the CAMP program they are starting and if they would like to be mentors for the program. Both Rourke and Carpenter-Harris volunteered.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

8.0 Trinity Collaborative Report

Sheen reported they are between cycles so there has not been a lot of movement. There is a plan in place for a second modification to secure funding. The next meetings are in March. Rec Committee will meet March 12th, and the Full Collaborative will meet March 19th.

9.0 Public Comment

Marla Walters Grant Manager was introduced to the Directors. She gave a brief bio and was welcomed to the RCD family.

Chris Norden - Northern California CSDA representative gave a brief presentation on legislation that CSDA is advocating for. He said they are currently working to get legislation passed that would provide 5% of any new CARES Act money for Covid relief, as no money has been given to "Special Districts" to help. He said they are also trying to get "Special Districts" recognized at the Federal level as "Local Government". He said that has been an issue for some time and is a part of the reason Special Districts are the only entities to not receive monetary help from the government. He reported they are also looking to get AB 361 passed that would allow Zoom meetings for Board Meetings in the future in an emergency or natural disaster.

10.0 Board Reports/Correspondence

Greg mentioned a big bear has been terrorizing locals in Weaverville.

Colleen O'Sullivan announced her resignation to the Board of Directors. She said she would be present at the March meeting, but that would be her final meeting. She gave her letter of resignation. She stated she would like to focus on the Friends of TCRCD and she would continue her work with the Weaverville Community Forest. Sheen noted that the Notice of Vacancy was already out in the paper. O'Sullivan assured them of a smooth transition.

11.0 District Manager's Report

Sheen reported that they are on track to have the Fuel's Crew start on March 1st. He informed them that he had been in contact with their SDRMA representative Paul. Paul had suggested that they apply for a business interruption claim. He informed them that the total amount is \$500,000 but that amount would be split between everyone that applies and qualifies. Sheen explained that the claim is generally submitted for emergencies like fire or burglaries. As Special Districts have received no funding for Covid relief this is an option that was suggested and there are many Special Districts applying.

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

MSC – Lowden/O'Sullivan to move into Closed Session at 6:50 PM



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MSC – Lowden/O’Sullivan to move out of Closed Session at 7:25 PM

Nothing to report.

14.0 Adjourn

Adjourned at 7:25 PM.

TCRCD Office Conference
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20 Horseshoe Lane, Suite 2B
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Board of Directors Meeting

Agenda

March 17, 2021

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Board of Directors Meeting

Agenda

March 17, 2021

- 1.0 Call to Order Mike Rourke 5:30 PM
- 1.1 Discuss/Take Action on Josh Brown Letter of Interest
- 1.2 Swear in New Board Member Josh Brown
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
- 3.1 Discuss and Approve Minutes for February 17, 2021 Regular Meeting
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- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Trinity Collaborative Report
- 8.0 Public Comment
- 9.0 Board Reports/Correspondance
- 10.0 District Manager's Report
- 11.0 Closed Session: Government Code § 54957(b): District Manager's Report
- 12.0 Adjourn

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
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Board of Directors Meeting

Amended Agenda

March 17, 2021

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March 17, 2021

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- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Trinity Collaborative Report
- 8.0 Public Comment
- 9.0 Board Reports/Correspondance
- 9.1 **Discuss/Take Action on Conflict of Interest Codes – Amendments**
- 9.2 **Distribution of Form 700 Report Information (Reminder) – Filing Deadline April 1, 2021**
- 9.3 **AB 1234 (Ethics Training/Scheduling Reminder)**
- 10.0 District Manager’s Report
- 11.0 Closed Session: Government Code § 54957(b): District Manager’s Report
- 12.0 Adjourn



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

March 17, 2021 * 5:30 PM

Board Members Present: (In Person) Mike Rourke, Colleen O’Sullivan and Greg Lowden, and Heidi Carpente-Harris

(Zoom/Call-in) Kent Collard and Josh Brown

Board Members Absent: None

Associate Board Members Present: None

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

Other Agency Staff: (Attended through Zoom) Erin Taylor, NRCS

Guests: None

1.0 Call to Order: Meeting called to order at 5:40 PM, by Mike Rourke.

1.1 Discuss/Take Action on Josh Brown Letter of Interest

MSC –Lowden/O’Sullivan to have Josh Brown fill seat of Director Colleen O’Sullivan to end of term in 2024.

1.2 Swear in New Board Member Josh Brown

Josh Brown took Oath of Office to finish out term of Colleen O’Sullivan.

2.0 Discuss and Approve Amended Agenda

MSC –Lowden/Collard to approve Amended Agenda.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for February 17, 2021 Regular Meeting

MSC –Lowden/Carpenter-Harris to approve Minutes from February, 2021 regular meeting.

4.0 Financial Reports

4.1 Discuss January Financials

Caldwell reported on the updated January financials. Caldwell explained the differences in the first and second set of updated January financials.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

4.2 Discuss February Financials

Sheen stated that there has not been much invoicing completed for February. The updated February Financials to be presented at the next meeting will give a much more accurate picture of what they have done. He stated that January invoicing has not yet been completed. Sheen also explained the first and second column on the financials as well as first and second look to new Board member

4.3 Discuss and Approve List of Warrants for February, 2021

MSC –Lowden/Carpenter-Harris to approve the list of warrants in the amount of \$135,426.98

5.0 Projects Report

O’Sullivan reported that Azalie Welsh and Kathleen McCully had been working on a new Timber Harvest in the Weaverville Community Forrest.

O’Sullivan also reported that Azalie Welsh and Elizabeth Sandoval applied for a grant with the Nor-Rel-Muk and Wintu tribes to provide field trips into the forest to learn about stewardship.

6.0 NRCS Report

Erin Taylor reported on the Equip rankings. She stated the next deadline is June 9th. She reported on a project collaboration between NRCS and RCD on a Monarch project. Taylor reported that the mentor program (CAMP) started on March first.

7.0 Trinity Collaborative Report

Sheen reported that the big discussion on the Rec Committee is when work will be done on the trails. He reported the Full Collaborative meeting will be on Friday March 19th. He stated there will be a lot of presentations on post fire recovery. Rourke asked about what was going on with the Minersville Boat Ramp. Sheen responded not much. He explained the situation to the new Board members.

8.0 Public Comment

No Public Comment.

9.0 Board Reports/Correspondence

Rourke thanked O’Sullivan for her 20 years of service.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

9.1 Discuss/Take Action on Conflict of Interest Codes – Amendments

MSC –Carpenter-Harris/Lowden to approve the amendment to the Conflict of Interest Codes to include the title Program Manager.

9.2 Distribution of form 700 Report Information (Reminder) – Filing Deadline April 01, 2021

The Form 700 was distributed to the Directors with instructions for completion.

9.3 AB 1234 (Ethics Training/Scheduling Reminder)

The AB 1234 Ethics Training reminder was given to Directors and instructions for new members.

10.0 District Manager's Report

Sheen reported we would be providing two scholarships in the amount of \$250 to High school seniors or continuing education students. He also reported the field season started March 1st for the fuels department. Reveg had started on March 16. There was some discussion on the RAC (Resource Advisory Committee). It was mentioned there is only 1 member who has experience, everyone else on the committee is new.

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

MSC – Lowden/Carpenter-Harris to move into Closed Session at 7:14 PM
MSC – Lowden/O'Sullivan to move out of Closed Session at 7:38 PM
Nothing to report.

12.0 Adjourn

Adjourned at 7:38 PM.

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Agenda

April 21, 2021

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Board of Directors Meeting

Agenda

April 21, 2021

Greg Lowden 5:30 PM

- 1.0 Call to Order
- 2.0 Discuss/Take Action on the Election of Board Officers
- 3.0 Discuss/Take Action on the District Financial and Personnel Committees
- 4.0 Discuss and Approve Agenda
- 5.0 Discuss and Approve Meeting Minutes
 - 5.1 Discuss and Approve Minutes for March 17, 2021 Regular Meeting
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 - 6.1 Discuss Updated February Monthly Financial Report
 - 6.2 Discuss March Monthly Financial Report
 - 6.3 Discuss and Approve List of Warrants for March, 2021
 - 6.4 Discuss and Approve Updated List of Authorized Signers for the District's Bank Account
- 7.0 Projects Report
- 8.0 NRCS Report
- 9.0 Trinity Collaborative Report
- 10.0 Discuss/Take Action on Resolution 21-02: Approving the Applicant to Apply for Grant Funds from the Fire Prevention Grant Program, as Provided through California Climate Investments
- 11.0 Discuss/Take Action on Resolution 21-03: Approving the Applicant for Funding from the Forest Health Grant Program, as Provided through California Climate Investments
- 12.0 Discuss/Take Action on Trinity County Resource Conservation Natural Resources Scholarship Applicants
- 13.0 Public Comment
- 14.0 Board Reports/Correspondance

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

15.0 District Manager's Report

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

17.0 Adjourn



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

April 21, 2021 * 5:30 PM

**Board Members Present: (In Person) Greg Lowden, Kent Collard, Josh Brown and Heidi Carpenter-Harris
(Zoom/Call-in) None**

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Azalie Welsh and Rebekah Wolfenbarger

Other Agency Staff: (Attended through Zoom) Erin Taylor, NRCS

Guests: None

1.0 Call to Order: Meeting called to order at 5:37 PM, by Greg Lowden.

2.0 Discuss/Take Action on the Election of Board Officers

MSC –Collard/Brown to approve Directors retain seats: Mike Rourke as Chairman, and Greg Lowden as Secretary, and to add Heidi Carpenter-Harris as Vice Chair.

3.0 Discuss/Take Action on the District Financial and Personnel Committees

MSC – Carpenter-Harris/Brown to have Directors Carpenter-Harris and Collard on the Personnel Committee and Directors Brown and Rourke on the Financial Committee.

4.0 Discuss and Approve Agenda

MSC –Carpenter-Harris/Brown to approve Amended Agenda.

5.0 Discuss and Approve Meeting Minutes

5.1 Discuss and Approve Minutes for March 17, 2021 Regular Meeting

MSC –Collard/Carpenter-Harris to approve Minutes from March 17, 2021 regular meeting with the correction on Item 10.0 of the amount provided for each scholarship is \$750 not \$250 as reported.

6.0 Financial Reports

6.1 Discuss Updated February Monthly Financial Report



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Sheen noted that the numbers have improved as invoicing progressed. There were a number of large purchases made in February in preparation for the crews starting.

6.2 Discuss March Monthly Financial Report

Sheen explained that Program Managers are still working on invoicing for March. There were some heavy purchases as it was the beginning of the field season. There will be heavy invoicing to reflect that. Sheen noted that we will have a better and more accurate outlook on the March financials at the next meeting.

6.3 Discuss and Approve List of Warrants for March, 2021

MSC – Collard/Carpenter-Harris to approve the list of warrants in the amount of \$178,815.68

6.4 Discuss and Approve Updated List of Authorized Signers for the District's Bank Account

MSC – Carpenter-Harris/Brown to approve the updated list of authorized signers, for past Directors and employees to be removed, and for the new Directors, and Grants Manager Marla Walters to be added.

7.0 Projects Report

Sheen reported that there is a new project the Roads Crew has started working on August Complex Post Fire Recovery with the Shasta-Trinity and Six Rivers BAER. Cynthia Tarwater had been working to get \$400,000 for the Shasta-Trinity when she was approached about adding the Six Rivers for another \$400,000. That will be a total of \$800,000, making this the biggest roads project ever.

8.0 NRCS Report

Erin Taylor had been on via Zoom, but had to leave just prior to her report. She will send out a PDF with her report.

9.0 Trinity Collaborative Report

Sheen reported that there was discussion at the Collaborative to join the Sierra Nevada Conservancy and to ask the Board of Supervisors to send a letter of support to pass legislation that would expand the borders of the Sierra Nevada Conservancy to include the Trinity County Upper Watershed. Sheen said the next Recreation Meeting is scheduled for May 14th and the next Full-Collaborative is set for May 21st.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

10.0 Discuss/Take Action on Resolution 21-02: Approving the Applicant to Apply for Grant Funds from the Fire Prevention Grant Program, as Provided through California Climate Investments

Azalie Welsh explained the two different resolutions and pots of funding they were applying for. Resolution 21-02 was to apply for funding from the California Climate Fire Prevention Grant. The grant would be used to reduce fuels on Private Lands. We have received this grant regularly. The grant would provide \$1,000,000 to \$1.5 Million.

MSC - Collard/Harris to approve Resolution 21-02

Roll Call Vote: Lowden, Aye; Collard, Aye; Brown, Aye; Harris, Aye

Ayes: 4, Noes: 0, Absent: 1

11.0 Discuss/Take Action on Resolution 21-03: Approving the Applicant for Funding from the Forest Health Grant Program as Provided through California Climate Investments

Welsh explained this is a new grant, it is to be used on Federal Lands. It will cover the whole County for large landscape fuels and reforestation. This grant is \$2,000,000 - \$3,000,000 from Trinity River Management and BLM Agreements.

MSC – Harris/Brown to approve Resolution 21-03

Roll Call Vote: Lowden, Aye; Collard, Aye; Brown, Aye; Harris, Aye

Ayes: 4, Noes: 0, Absent: 1

12.0 Discuss/Take Action on Trinity County Natural Resource Scholarship Applicants

Sheen stated there was enough money in the fund for two \$750 scholarships. There were three applicants: Tesla Ehlerding, Vrai Coty, and Hanali Gaeuman. Ehlerding and Coty were both graduating seniors in High School. Gaeuman was a previous recipient of the scholarship twice before. Coty was applying to trade school. Sheen said there were no restrictions regarding trade school as the check is cut directly to the student.

MSC – Harris/Collard to approve applicants Vrai Coty and Tesla Ehlerding as recipients of the Trinity County Natural Resource Scholarship in the amount of \$750 each.

13.0 Public Comment

No Public Comment.

14.0 Board Reports/Correspondence

Harris said that she is working on a conservation plan in Salyer.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

15.0 District Manager's Report

Sheen wanted to start with an announcement: Azalie Welsh was resigning and moving to Oregon. He thanked her for all of her hard work on the WCF, partnerships, and projects.

Sheen reported the Audit is still in process for the Fiscal Year 2019-2020. We are waiting to apply the indirect cost rate for our partners.

Sheen said there is a strong level of need from USFS for partners. We have had a lot of connection and long standing relationships that are beginning to bear fruit. We have been blessed with a lot of work and are very optimistic about our finances turning around.

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

MSC – Collard/Harris to move into Closed Session at 7:00 PM
MSC – Harris/Collard to move out of Closed Session at 7:25 PM
Nothing to report.

17.0 Adjourn

Adjourned at 7:38 PM.

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

May 19, 2021

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

Based on the requirements of the Trinity County Public Health Officer to conduct social distancing and the guidelines from the CDC, to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District offices will be closed to the public at this time.
- The meetings will be conducted via teleconferencing using Zoom. (See Executive Order 29-02)
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

HOW TO OBSERVE THE MEETING:

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Computer: Watch the live streaming of the meeting from a computer by navigating to <https://us02web.zoom.us/j/86350245406>

with internet access that meets Zoom's system requirements (see <https://zoom.us/hc/en-us/articles/20136023-System-Requirements-for-PC-Mac-and-Linux>)

Mobile: Log in through Zoom mobile app on a smartphone and enter **Meeting ID** 863 5024 5406

HOW TO SUBMIT PUBLIC COMMENT:

Written/Read Aloud: Please email your comments to the District's Board Clerk at rwolfinbarger@tcrd.net, and write "Public Comment" in the subject line. In the body of the email, include the agenda item number **and** title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email. All comments received before **4:00 PM on the day of the meeting** will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Directors at the meeting. Comments received after this time will be added to the record after the meeting.

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

May 19, 2021

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 Minutes for April 21, 2021 Regular Meeting
- 4.0 Financial Report
 - 4.1 Discuss Updated March Monthly Financial Report
 - 4.2 Discuss April Monthly Financial Report
 - 4.3 Discuss and Approve List of Warrants for April, 2021
 - 4.4 Authorized Signers for the District's Bank Account to Sign Banking Forms
 - 4.5 Discuss/Approve 2021 Annual Budget Update
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Trinity Collaborative Report
- 8.0 Discuss Weaverville Summer Day Camp Covid Procedures
- 9.0 Public Comment
- 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

MINUTES

REGULAR BOARD MEETING

May 19, 2021 * 5:30 PM

Board Members Present: (In Person) Mike Rourke, Kent Collard, Josh Brown and Heidi Carpenter-Harris
(Zoom/Call-in) None

Board Members Absent: Greg Lowden

Associate Board Members Present: None

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

Other Agency Staff: (Attended through Zoom) Erin Taylor, NRCS

Guests: None

1.0 Call to Order: Meeting called to order at 5:35 PM, by Mike Rourke.

2.0 Discuss and Approve Agenda

Kelly Sheen requested to amend the agenda to add Item 8.5 Resolution 21-04 Authorizing Execution of State Coastal Conservancy Grant Agreement as an “Urgency Item.” He explained that earlier in the day the Grantor, State Coastal Conservancy, had contacted RCD and requested a resolution to move forward. The grant was for \$75,000 to work on BLM land in the Lewiston area. The resolution would be due before the next meeting.

MSC –Collard/Brown to amend the Agenda and add Item 8.5 Resolution 21-04 Authorizing Execution of State Coastal Conservancy Grant Agreement and Related Contracts.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for April 21, 2021 Regular Meeting

MSC –Collard/Brown to approve Minutes from April 21, 2021 regular meeting with a correction on the attendance that Mike Rourke was absent.

4.0 Financial Reports

4.1 Discuss Updated March Monthly Financial Report

Caldwell noted there was not much difference in the numbers and there are invoices still out. She said there has been a large improvement when compared to last year. Sheen stated he was hopeful for the black, he said they were waiting on some big payments to come in.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

4.2 Discuss April Monthly Financial Report

Caldwell explained the loss of revenues for March. She said that the loss was \$25,000 to the better and we were headed in the right direction. Sheen said the Roads Department alone was invoicing \$100,000 for the month. We will get \$25,000 just for that program, we will continue to improve. Caldwell mentioned that the higher NICRA rate of 25% will help to keep in them going in the right direction.

4.3 Discuss and Approve List of Warrants for April, 2021

MSC –Collard/Brown to approve the list of warrants in the amount of \$243,839.69

4.4 Authorized Signers for the District's Bank Account to Sign Banking Forms

All authorized signers signed banking forms.

4.5 Discuss/Approve 2021 Annual Budget Update

Sheen reported this was the third budget revision. It covered the remainder of the fiscal year. He said new agreements were reworked to reflect the new overhead costs with the new NICRA rate. He also wanted to point out the difference in the auto (8000100) and equipment (8000300). He explained that we have been able to expense out truck tires and other vehicle expenditures. He also mentioned that the newer vehicles are requiring less maintenance. He explained that they are billing \$250 a day to projects for chipper use. Sandoval added that for projects like Cal Fire that purchased the chippers cannot be billed to but that it can be used for match. Sheen pointed out the difference it was making not billing everything to overhead (8000000).

Caldwell reported that the audit is still not complete. She has been informed it is coming soon. It was supposed to be submitted by the third week of December. NICRA closes the third week of June. Sheen said they are too slow, it has taken too long. We are looking for a new company for the Audit. This is the last year of a three year contract.

MSC –Harris/Collard to approve the 4th quarter revised budget.

5.0 Projects Report

Sheen reported that a concept proposal was submitted for the Joint Chiefs in the amount of \$5.1 million. Sheen explained it pulls together funding for our partners like Forest Service and NRCS. It is discretionary so they can use it to hire us to do the work on projects. It would have to be contracted, so there would be no NCRA. Mike Rourke asked if the work would stay in Trinity. Erin Taylor explained they had looked at making in a larger area but that was not going to happen.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

She confirmed that other if there were multiple counties involved they would all have to compete for the same EQIP money.

Sheen continued that the BAER Agreement had been signed for the August Complex. He said the Fire Prevention Grant Proposal for \$2.2 million, and the Forest Health Grant for \$3.9 million was also submitted. Those grants will both be multi-year agreements. Sheen said there is a lot of big stuff on the horizon.

6.0 NRCS Report

Erin Taylor stated that they just had the third ranking deadline. She gave a personnel update that Terry Nichols was out on maternity leave. There were three people working on the site visits for the August Complex affected landowners. She shared the next EQIP deadline is June 9th. She said they are moving forward with the YFR Moon Lee Ditch, she said it would be in the June 9th Ranking Deadline. Taylor thanked Directors Rourke and Harris for their contribution to the mentor program CAMP.

7.0 Trinity Collaborative Report

Sheen reported that a welcome letter was sent to Secretary Vilsak. Sheen reported there was a presentation at the Rec Committee Meeting given by Supervisor Brown about the potential for "Standing Waves" in the Trinity River. He said another presentation would be done for the Full Collaborative on Friday.

8.0 Discuss Weaverville Summer Day Camp Covid Procedures

Elizabeth Sandoval, Education and Outreach Program Manager provided a checklist of procedures to the Directors. It covered all the safety precautions that would be taken regarding camp and Covid. Sandoval stated that Maya Williams will be the lead Coordinator for camp this year. Sandoval asked the Directors to look over the checklists and asked if they had any suggestions or anything that they would like added. Harris suggested color coded bubbles be used for groups to separate and line up for handwashing and snacks. Sandoval said the kids would be taking field trips. They would transport children in the van in small groups. She stated masks would be required in doors, in the van, but not outdoors. Sandoval reported registration was going well and they had received \$1000's in donations for scholarships so underprivileged children can attend.

8.5 (Urgency Item) Discuss/Take Action on Resolution 21-04: Authorizing Execution of State Coastal Conservancy Grant Agreement and Related Contracts for Lewiston Resilience 2021

Sheen stated that Chris Cole had put in for a grant from BLM for work to be done in Lewiston. He had just received word that day that they would need a resolution to move forward with the \$75,000 proposal. He explained the intent is to treat between 30-45 acres.

MSC – Harris/Brown to approve Resolution 21-04



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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

9.0 Public Comment

Joan Caldwell said they have been working with CSDA as an advocate to try and get some of the Covid Relief Funding. She said they had been sending letters to senators and legislators. She said it still has not been added into the budget for RCD's to receive any kind of relief. She reported that SDRMA, CARCD and Diane Feinstein have all been advocating and lobbying. We will have to wait and see what the final budget is on June 15th.

10.0 Board Reports/Correspondence

Director Rourke reported that he had a great day with his mentees from the CAMP program on his ranch. Erin Taylor said she would love to accompany them on their next trip to the ranch. Director Harris said she will be taking them to the coast. She suggested collaborating with Rourke so there is no overlap. Taylor commented that there is a lot of room for the RCD to adopt a program that would allow for hands on experience.

11.0 District Manager's Report

Sheen reported that they have had trouble keeping up with the SDRMA payments. He said they should be able to get back on track shortly. He informed the Director's that the liability coverage is \$10,000,000 per incident. The most that Sheen said he had seen any agreement ask for was \$3,000,000. He said Caldwell would check to see if they could get a policy that would cover up to \$3,000,000 and how much the price difference would be. He explained this is just the liability insurance not worker's compensation. It covers any property, in example; our trucks, offices, etc. Rourke asked if fire was included or if we had to pay for a separate policy. Sheen said he would look into that.

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

No closed session

17.0 Adjourn

Adjourned at 8:45 PM.

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

June 16, 2021

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

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with internet access that meets Zoom's system requirements (see <https://zoom.us/hc/en-us/articles/20136023-System-Requirements-for-PC-Mac-and-Linux>)

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TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

June 16, 2021

Greg Lowden 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 Minutes for May 19, 2021 Regular Meeting
- 4.0 Financial Report
 - 4.1 Discuss Updated April Monthly Financial Report
 - 4.2 Discuss May Monthly Financial Report
 - 4.3 Discuss and Approve List of Warrants for May, 2021
 - 4.4 Discuss/Approve Audit for Fiscal Year 2019-2020
 - 4.5 Discuss/Take Action on RFP for Audit Engagement
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Trinity Collaborative Report
- 8.0 Public Comment
- 9.0 Discuss/Take Action on CARCD Membership Dues Renewal 2021-2022
- 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

MINUTES

REGULAR BOARD MEETING

June 16, 2021 * 5:30 PM

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

(Zoom/Call-in) None

Board Members Absent: Mike Rourke

Associate Board Members Present: None

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

Other Agency Staff: (Attended through Zoom) Erin Taylor, NRCS

Guests: None

1.0 Call to Order: Meeting called to order at 5:31 PM, by Heidi Harris.

2.0 Discuss and Approve Agenda

MSC –Lowden/Collard to approve the Agenda.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for May 19, 2021 Regular Meeting

MSC –Brown/Collard to approve Minutes from May 19, 2021 Regular Meeting

4.0 Financial Reports

4.1 Discuss Updated April Monthly Financial Report

Caldwell said the May and June will show a clearer picture next month as they are still invoicing. They should still show in the black.

4.2 Discuss May Monthly Financial Report

Caldwell stated that they are still heading in the right direction. They are still waiting on May invoicing. They will still be in the black. Sheen said the current period actual is the largest ever and still climbing. He said it was due to the many contractors and crews working. He said there is about \$60,000 a month for Forest Health with all the crews working and that should continue for the next five months.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Caldwell mentioned that she had sent several emails to petition for money (Covid Relief) for Special Districts. She said the budget has been finalized but they are still waiting on Newsom's signature. Sheen noted that we don't know when that would get paid out or how much we would receive. He thanked Joan for writing and sending out all the letters to the Senators.

4.3 Discuss and Approve List of Warrants for May, 2021

MSC –Lowden/Collard to approve the list of warrants in the amount of \$232397.99

4.4 Discuss and Approve Audit for Fiscal Year 2019-2020

Sheen gave some background on the calculations and how they came up with the numbers. He recognized some of the numbers were low. He explained that was due to two main factors: the fires that burned out several of the projects that were being worked on and Covid. He said the numbers look bad, there are a lot of negatives.

Caldwell wanted to report the State Controller's Office Report was due by the end of January. She said we could not submit it on time as we were missing the audit.

Sheen pointed out the deficit fund balance of \$407,342. He explained that they survived the deficit by taking advances on projects. Caldwell said in the future any advances taken will be set aside for the project and spent out as we go.

Sheen wanted to point out that on page 35 it showed we are doing okay. Although the numbers weren't great, there has not been any inappropriate spending or anything negative like that.

MSC- Lowden/Collard to accept the Audit for Fiscal Year 2019-2020.

4.5 Discuss and Take Action on RFP for Audit Engagement

Sheen informed them we need a new auditor. The current auditor has shaken confidence. One of the main issues was how slow they were. He gave an example that they were given everything requested in the fall but the audit was just completed and returned to them the week prior. Sheen said he is working on compiling a list of specific auditors. He stated they will not solicit from the current auditors. He explained we have a three year contract that is now up but we have the option to extend that contract. We do not wish to extend the contract so we need to do an RFP (request for proposals) to solicit (a closed bid) other auditors.

MSC-Collard/Lowden to approve RFP for Audit Engagement.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

5.0 Projects Report

Lowden asked about the Moon Lee Ditch Project. He informed the Directors he had looked in the file for the information they had asked for but the file was empty.

Harris asked for an update on the Weaverville Summer Day Camp. Sheen responded that they were getting the counselors hired. He said there is already a waitlist and there have been several donations. Sheen also informed them that Lina Land formerly the Kid Zone had been renamed for Linda Maddox who had passed one year prior. She was a well-known daycare provider in town. There was a donation made to make that area happen and it is being built. It should be complete before camp.

Sheen gave an update on the GrizzlyCorps members. He said they applied for two new members and they were approved. Kathleen McCully's term will be wrapping up in July. The new members will be divided up into different departments. One will go to Forest Health and the other will be for Watershed. Sheen said it is a great program and very beneficial.

6.0 NRCS Report

Erin Taylor said they wrapped up the RCPP and EQIP deadlines. There will be an update next Wednesday on who will receive funding. She reported they are working with active participants on a new breed of EQIP incentive. EIC is an intermediary between EQIP and stewardship. They are locked in a five year contract. There are only four states participating. California was selected as a pilot project and they will accept applications until July 12, 2021. There are none for Trinity at this time.

Erin wanted to commend Kelly Sheen and Marla Walters for the great job done collaborating with staff on the Joint Chief's. Submission is scheduled for the D.C. Office on June 24th. If selected NRCS will adjust their ranking questions and recommendations to include roads and culverts for water. She said there is no timeline on the Joint Chief's decision at this time.

Sheen asked Taylor about resuming in person meetings and opening the office. She responded that no they are still closed to the public and are awaiting further guidelines. They are currently looking at the state recommendations and have plans to either reopen or be fully hybrid. They should have a decision in about a month.

7.0 Trinity Collaborative Report

Sheen gave an update to the Directors that letters of support had gone out for the draft comment periods. A draft letter was sent out to Congressman Huffman. The very next day John Driscoll (Jarred Huffman's right hand man) had a signed letter of support back to them.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

8.0 Public Comment

There were no public comments.

9.0 CARCD Membership Dues

Sheen explained the membership benefits of the CARCD. Caldwell said we need to provide revised list of the directors and employees.

MSC –Lowden/Brown to approve the payment of \$5,000 to CARCD for membership dues.

10.0 Board Reports/Correspondence

Lowden reported that the Lyon’s Club and Rotary will be having the annual 4th of July Celebration this year. He said they added 25 flags to Main Street for Memorial Day, and the Anvil Firing will be held at the Fire Hall instead of Lowden Park this year.

Harris reported that Sober Grad was a great effort, there were a lot of contributions made. Harris said they had to call for reinforcements at the Bowling Alley as they needed extra help due to the rain.

Brown reported there will be a big event at the Junction City Park on Saturday. Brown gave a big shout out to Duncan McIntosh for taking on the maintenance of the park.

11.0 District Manager’s Report

Sheen reported that Governor Newsome retracted the amendment to the Brown Act that had been in place due to Covid. The amendment will end and the Brown Act will be reinstated to its original form (pre-Covid) on September 30th. Sheen said we will continue with Zoom meetings until October. We will then be all in-person meetings.

Sheen gave a thank you to Heidi for hosting the Management Team Meeting. Sheen said he received a lot of great feedback.

Sheen also noted the great work that Caldwell did on the NICRA (Negotiated Indirect Cost Rate) application given the time delays with the audit. The audit should have been completed in January. Once the audit was received on June 4th she was able to submit the NIRA application within a few days, without it we only get 10%. The current NICRA rate is 24.55% and ends June 30th. The new one is up to 32.33%. Sheen stated they can’t go over 25% or they will need to do budget modifications and it can trigger a whole other level of accounting. It would create a lot of other issues. With another year of 24.55% where it is currently at it may speed up the process. At a



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

higher level we would not be able to get any work done. Most of the money would all go to overhead.

Sheen explained there has been issues with a shortage of vehicles. With so many new employees and working at full capacity there are not enough vehicles to go around. He said they are working on a solution to the problem. He wanted the Directors to be aware the last time they purchased trucks was in July 2019 and it created an \$80,000 overhead hole. They are currently looking at including two trucks in one of Chris Cole's Project Proposals.

Erin Taylor said they just posted a Chevy Silverado to the online auction site: GSA Auctions. There is a minimum bid of \$65,000. They discussed a vehicle arrangement between NRCS and RCD. Taylor said she would email the MOU to Sheen for review.

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

No closed session

13.0 Adjourn

Adjourned at 7:18 PM.

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

September 15, 2021

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

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TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

September 15, 2021

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 Minutes for August 25, 2021 Special Meeting
- 4.0 Financial Report
 - 4.1 Discuss Updated July Monthly Financial Report
 - 4.2 Discuss August Monthly Financial Report
 - 4.3 Discuss and Approve List of Warrants for August, 2021
- 5.0 Projects Report
 - 5.1 Introduction of new GrizzlyCorps members Nicole Eastman and Bethany Llewellyn
- 6.0 NRCS Report
- 7.0 Trinity Collaborative Report
- 8.0 Public Comment
- 9.0 Discuss and Approve attendance of the CARCD Annual Conference in Santa Barbara, CA.
- 10.0 Board Reports/Correspondence
- 11.0 District Manager's Report
- 12.0 Closed Session: Government Code § 54957(b): District Manager's Report
 - District Manager Kelly Sheen's Annual Performance Evaluation
- 13.0 Adjourn



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

July 21, 2021 * 5:30 PM

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

(Zoom/Call-in) None

Board Members Absent: Josh Brown

Associate Board Members Present: None

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

Other Agency Staff: (Attended through Zoom) Erin Taylor, NRCS

Guests: None

1.0 Call to Order: Meeting called to order at 5:37 PM, by Mike Rourke.

2.0 Discuss and Approve Agenda

MSC –Harris/Collard to approve the Agenda.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for June 16, 2021 Regular Meeting

MSC –Lowden/Collard to approve Minutes from June 16, 2021 Regular Meeting.

4.0 Financial Reports

4.1 Discuss Updated May Monthly Financial Report

Caldwell stated that on page two of the financials it showed an initial loss of \$715.02, the second column showed we were up \$42,891.01 and now report to date for net income is \$15,806.33. Sheen said it is good to see so close to the end of the fiscal year.

4.2 Discuss June Monthly Financial Report

Caldwell said she had just updated the financials. The original had lower numbers. Sheen said now that the financials have been updated after invoicing, we are in the black for the first time in over ten years. Caldwell reported that they will have even more to show next month as invoicing continues. Sheen expects to see \$40,000- \$50,000 positive by the end of the year.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

4.3 Discuss and Approve List of Warrants for June, 2021

MSC –Lowden/Harris to approve the list of warrants in the amount of \$387,501.88.

4.4 Discuss and Approve Fiscal Year 2022 Budget

Sheen said that we realized that the budget depends on remaining funds for continuing projects. Until the financials are finished the budget can't be completed. He said he is hoping it will be done before the next meeting and can be presented at that time. He said they are on track for quarterly revisions throughout the year.

5.0 Projects Report

Harris asked if we sell the trees/plants we grow in the nursery. Sheen responded not often. He explained that we grow native species for projects but once in a while we will have a private landowner request them. Rourke wanted more information on Fleitz's water report. Sheen reported the lake levels are not expected to drop below the tunnels. If there is no rain again this year than next year it is possible if not likely. The turbines should continue this year. Lowden recalled in 1976 Lake Shasta was so low the old Highway 99 emerged.

6.0 NRCS Report

Erin Taylor was Zooming in from Butte County by the Dixie Fire. She stated the Weaverville Office was wrapping up EQIP CIC. The EQIP deadline was extended from July 12th, they were granted a two day extension, and it was moved to July 14th. There were seven applications received for Weaverville. August 9th is the deadline for ranking obligation in mid-September. Taylor stated the New Fiscal Year for NRCS will start on October 1st.

7.0 Trinity Collaborative Report

Sheen reported that the Recreation Meeting was cancelled. They did hold the Collaborative Meeting last Friday (July 16th). He said there were updates on the Post Fire Recovery Phase I and II. Chris Losi will be holding some field trips to look at that. Next Friday they will attend one to look at the treatment areas and types on the Shasta-Trinity side for Phase II Post Fire Recovery.

Sheen also reported that there has been some hang-ups and frustration over getting the Alert Wildfire Cameras. The cameras have already been purchased but not installed. There has been some back and forth on who would actually be responsible for maintaining, monitoring, and controlling them once they are in. This has been prioritized for more than two years.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

8.0 Public Comment

There were no public comments.

9.0 Discuss and Approve Draft Fiscal Sponsorship Agreement between the FOTCRCD and the TCRCD

Colleen O'Sullivan stated that Azalie Welsh had secured a \$10,000 Sustainable Forestry Grant before she left. O'Sullivan stated that had solidified the roles for them to work together and to solidify funding. Sheen explained the SFI Grant is similar to PG&E. You do some of the work then you can get most up front, then when the work is complete you get the little bit that's left. There was a suggestion to remove the sentence from the agreement that was written in Italics. Everyone agreed that sentence should be removed. O'Sullivan said she would do that.

MSC-Lowden/Harris to approve authorization for Sheen to sign the agreement once all typos are fixed and italics sentence removed.

10.0 Board Reports/Correspondence

Rourke reported Salt Creek dried up three weeks ahead of when it did last year.

11.0 District Manager's Report

Sheen reported that Dave Johnson applied for the Forest Health Project Coordinator and is being promoted from the Fuels Crew. He said on the other side of things Zack Blanchard resigned after twenty years of service. He just had a baby and made a decision to spend more time with his family.

Sheen reported that Cynthia Tarwater temporarily hired Carolyn Rourke to assist her since Blanchard resigned. He said that she had also hired GEO Serve to help with the BAER work on the August Complex. Sheen announced on June 30th Tarwater had spent out \$300,000 on the Shasta-Trinity, she still has \$100,000 left to do. At the request of Six Rivers they had to switch forests and are now working over there.

Rourke asked about jobs being bid on. Sheen said if the work being done is less than \$60,000 then it does not require a bid. She has been spreading it around so she didn't think any one contractor would get that much. There has been a lot of work on the metal culverts, ditch relief, razor stands, and replacing destroyed infrastructure. Caldwell said Tarwater has been staying out there camping, and working hard. They have tried to support her as much as possible.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Sheen reported the CSDA Leadership Summit was in the last week of June. It was very productive and contained a lot of the same concepts as the training that Harris had provided at the Managers Meeting.

He reported that most of the Fuels Crew had their vaccinations. The crews have been working at the YFR, on Oregon Mountain, and at Lee Fong Park. Last year we received a grant from PG&E for \$75,000 for work to be done on Mad River Road and Van Duzen Road. Right as the crews were getting ready to start work the August Complex happened. That grant has given us \$45,000 out of the original \$75,000 to do work. We now have a crew down in Bridgeville working on that. They are staying at Jack's cabin during the week.

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

MSC-Lowden/Harris to move into Closed Session at 6:45 PM.

MSC- Collard/Lowden to move out of Closed Session at 7:47 PM.

Nothing to report.

13.0 Adjourn

Adjourned at 7:47 PM.

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

August 18, 2021

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

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TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

August 18, 2021

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 Minutes for July 21, 2021 Regular Meeting
- 4.0 Financial Report
 - 4.1 Discuss Updated June Monthly Financial Report
 - 4.2 Discuss July Monthly Financial Report
 - 4.3 Discuss and Approve List of Warrants for July, 2021
 - 4.4 Discuss and Approve Fiscal Year 2022 Budget
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Trinity Collaborative Report
- 8.0 Public Comment
- 9.0 Discuss/Take Action on Resolution 21-05, 2021 CalFire Forest Health Grant Award
- 10.0 Discuss/Take Action on Revised Holiday Policy
- 11.0 Board Reports/Correspondence
- 12.0 District Manager's Report
- 13.0 Closed Session: Government Code § 54957(b): District Manager's Report
- 14.0 Adjourn

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors

Special Meeting

Agenda

August 25, 2021

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

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TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors

Special Meeting

Agenda

August 25, 2021

Mike Rourke 5:30 PM

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 - 4.4 Discuss and Approve Fiscal Year 2022 Budget
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Trinity Collaborative Report
- 8.0 Public Comment
- 9.0 Discuss/Take Action on Resolution 21-05, 2021 CalFire Forest Health Grant Award
- 10.0 Discuss/Take Action on Revised Holiday Policy
- 11.0 Board Reports/Correspondence
- 12.0 District Manager's Report
- 13.0 Closed Session: Government Code § 54957(b): District Manager's Report

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT
14.0 Adjourn



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

SPECIAL BOARD MEETING

August 25, 2021 * 5:30 PM

Board Members Present: (In Person), Mike Rourke, Greg Lowden, and Kent Collard
(Zoom/Call-in), Josh Brown

Board Members Absent: Heidi Carpenter-Harris

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, Denise Wesley, Chris Cole, and Rebekah Wolfenbarger

Other Agency Staff: (Attended through Zoom) Erin Taylor, NRCS

Guests: None

1.0 Call to Order: Meeting called to order at 5:37 PM, by Mike Rourke.

2.0 Discuss and Approve Agenda

MSC –Lowden/Collard to approve the Agenda.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for July 21, 2021 Regular Meeting

MSC –Collard/Lowden to approve Minutes from July 21, 2021 Regular Meeting.

4.0 Financial Reports

4.1 Discuss Updated June Monthly Financial Report

Caldwell stated they are still invoicing, the balance sheet is not yet complete. They are still checking on end of year items. They found an additional \$44,000 gain for the year.

4.2 Discuss July Monthly Financial Report

Caldwell said on page two the big red number will change. They had not done much invoicing for the month, only Tarwater's had been complete. It was a shock to show such a loss already but it will go up.

4.3 Discuss and Approve List of Warrants for July, 2021

MSC –Collard/Brown to approve the list of warrants in the amount of \$282,692.69.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

4.4 Discuss and Approve Fiscal Year 2022 Budget

Sheen said the report is broken down by departments. There will be three quarterly revisions. They had to estimate the Roads Department numbers as Tarwater has been unavailable as she has been out in the field. Caldwell went through and numbered specific expenses, it will now match the recaps. Sheen said he will work on breaking out the vehicle expenses so it will show loss/profit, then it too will match the reports and specific terminology. There will be a \$400,000 project on the next revision as it does not show on this report. Sheen stated the last budget was accepted in May and showed a \$79,000 gain. It is usually within 5-7% of the audited numbers. It was a big year even with Covid the projected income of \$71,000, however it may be as large as \$100,000. That still does not include the \$4,000,000 project. Sheen said we may not get much out of that project, it all depends on staff, and contracted work. We are contracting out mastication from the Watershed Center and that gets expensive. He said there are also two trucks that are in the agreement so that is a good trend in the positive.

Sheen said this is the first positive year and projections look good for next year.

MSC –Lowden/Collard to approve Fiscal Year 2022 Budget.

5.0 Projects Report

Sheen informed the Director's that Cynthia had been out in the field staying in a trailer at Hobart Camp. She has been unable to go home as her house is in Big Bar. Sheen commended her for all her efforts and going above and beyond for the District. He reported that Tarwater had started work on the Six Rivers in July. She will go back to the Shasta Trinity and finish the little bit she has left there but with the road closures it has been easier to work on the Six Rivers. He also wanted to mention that the Revegetation Department has had a major disruption from the fires. Some of the grow sites are in the fire footprint and they have been unable to get to them.

6.0 NRCS Report

Erin Taylor reported that she, Tiffany Perez and Jim Spear have been holding down the fort. They are working on five applications. Three are EQIP Classic and two are RCPP EQIP at the Watershed Center. Both have been funded. They have been working on EQIP CIC, it has been rapid pilot program. Only four states were selected to pilot. It has been a whirlwind to see how it works and will benefit everyone. App Ranking deadline was August 9th but was extended to 16th. They are expecting to receive the announcement by the end of the week. There were five Forestry EQIP CIC applications and two Rangeland for a total of seven. She said that is great for Trinity. Taylor said there was a Fire Recovery Group established after the August Complex. They are working on getting Joint Chief's Funding for more fuels reduction projects. Erin said she would get the info about the group to Kelly so he could be a part of that.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

7.0 Trinity Collaborative Report

Sheen reported out on a field tour from the South Fork Management Unit that was led by Chris Losi. They looked at the August Recovery Phase II planned project area. The day they took the field tour was the same day the McFarland Fire started. It seemed to burn to the edge of the August burn scar and stop. The field tour was well attended. There were about 10-12 members that went out. They went out to the area off of Bramlet Road, they will create fire breaks and treat in high intensity areas.

8.0 Public Comment

There were no public comments.

9.0 Discuss and Take Action on Resolution 21-05, 2021 CalFire Forest Health Grant Award

Chris Cole explained this is the same Resolution that was passed previously. It was in the wrong format so it needed to be resubmitted. He said the project is through CCI Funding, it will go through Cal Fire for distribution of specific projects. Two BLM Projects, and two Forest Service Projects. Sheen stated that all previous and current Fire Prevention Grants are for private lands only. The Forest Health Grant is for large landscapes. We submitted two proposals. Funding is \$3.9 million to us and \$2.4 for Fire prevention. Neither of those have been released yet. There will be four projects to do. They will have a lot of different types of fuels reduction and implementation including: broadcast burning, piling, and mastication.

Rourke asked about the timeline. Cole explained after execution they will have four years it will end in 2025. A lot of the treatment will be contracted out to the Watershed Center as they will do the mastication.

MSC –Lowden/Collard to approve Resolution 21-05 Forest Health Grant
Roll Call Vote: Rourke, Aye; Lowden, Aye; Collard, Aye; Brown, Aye
Ayes: 4, Noes: 0, Absent, 1

10.0 Discuss and Take Action on Revised Holiday Policy

Sheen said as it was discussed previously in closed session he would like the new revision to include Juneteenth, as well as one other revision. He showed in the Policy Documents Item 3430.4, he would like it to be changed to say the District Manager has discretion on what day a holiday can be observed if it is a weekend day.

An example was July 4th was a Sunday so it would be observed on Monday the 5th, but Summer Day Camp started that day so it was better for those people working day camp to take the Friday before instead.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MSC –Collard/Lowden to accept revisions to Policy 3430.2 that adds Juneteenth as an additional holiday and to change the wording so weekend holidays will be observed on a day at the District Manager’s discretion.

11.0 Board Reports/Correspondence

Director Collard reported that the Bar 717 Camp is still there, however one half of the camp is closed. The half that is closed is considered to be within the Forest Service District and closed by the District Ranger. The roads are also included in the Forest closure.

12.0 District Manager’s Report

Sheen reported on an article in the Trinity Journal concerning the award for redistricting the County that was submitted by the RCD but awarded to FLO out of Portland. He said we were \$30,000 over what the other company bid, but our bid included several other items not included in the bid by FLO.

Sheen reported the North Coast RCD Collaborative would like an MOU to provide services at the regional level. They would like to provide technical support. Rourke wanted to know what our level of responsibility would be before any agreement could be signed. He asked what we would be agreeing too, what would be the scope of work, what would the timeline look like and would we have a say in which jobs we wanted to take? Sheen said he would look into that and report back to the Directors.

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

MSC-Lowden/Collard to move into Closed Session at 7:45 PM.

MSC- Collard/Lowden to move out of Closed Session at 7:45 PM.

Board voted to approve revised salary table and DM’s recommendations for staff placement within the adopted salary table.

14.0 Adjourn

Adjourned at 7:46 PM.

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

September 15, 2021

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TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

September 15, 2021

Mike Rourke 5:30 PM

- 1.0 Call to Order
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 - 4.3 Discuss and Approve List of Warrants for August, 2021
- 5.0 Projects Report
 - 5.1 Introduction of new GrizzlyCorps members Nicole Eastman and Bethany Llewellyn
- 6.0 NRCS Report
- 7.0 Trinity Collaborative Report
- 8.0 Public Comment
- 9.0 Discuss and Approve attendance of the CARCD Annual Conference in Santa Barbara, CA.
- 10.0 Board Reports/Correspondence
- 11.0 District Manager's Report
- 12.0 Closed Session: Government Code § 54957(b): District Manager's Report
 - District Manager Kelly Sheen's Annual Performance Evaluation
- 13.0 Adjourn



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

September 15, 2021 * 5:30 PM

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

(Zoom/Call-in) Kent Collard

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, Chris Cole, Amelia Fleitz, and Rebekah Wolfenbarger

Other Agency Staff: (Attended through Zoom) Erin Taylor, NRCS

Guests: Nicole Eastman and Bethany Llewellyn

1.0 Call to Order: Meeting called to order at 5:35 PM, by Mike Rourke.

2.0 Discuss and Approve Agenda

MSC –Lowden/Harris to approve the Agenda.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for August 25, 2021 Special Meeting

MSC –Lowden/Brown to approve Minutes from August 25, 2021 Special Meeting.

4.0 Financial Reports

4.1 Discuss Updated July Monthly Financial Report

Caldwell and Sheen said the financials have around \$10,000 left, we should be over on invoicing by the end of the month.

4.2 Discuss August Monthly Financial Report

Caldwell reported we are anticipating similar numbers for September.

4.3 Discuss and Approve List of Warrants for August, 2021

MSC –Harris/Lowden to approve the list of warrants in the amount of \$269535.47.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

5.0 Projects Report

The Directors asked if now that the audit has been completed, are we are looking at a new contract? Sheen and explained we are looking at the end of the year. We are still working on the RFP. It should go out next week and there should be bid packets to review at the meeting in October.

5.1 Introduction of GrizzlyCorps members Nicole Eastman and Bethany Llewellyn

Eastman and Llewellyn were introduced by Cole and Fleitz as the new GrizzlyCorps members. Eastman will be working with Fleitz in the Watershed Department, and Llewellyn will be with Cole in Forest Health. They both have one year agreements that end on July 29, 2022. They were welcomed by the members of the Board and Erin Taylor.

6.0 NRCS Report

Taylor said they have been very busy wrapping up fiscal year 2021. There were two EQIP EIC contracts selected for funding, the other five will roll into the new FY2022. They are currently taking interest forms for fire victims. There has been a lot going on; between all the new fires from this year, they are continuing work from the August Complex from last year as well.

7.0 Trinity Collaborative Report

Sheen informed the Directors he was out of town at the time of the Recreation Committee Meeting. Rebekah Wolfenbarger filled in to facilitate the Zoom. She reported that there was a presentation on fee increases for the forest regarding camping sites, cabin rentals, etc. She said there was also a short discussion on what to apply for with the RAC. Suggestions included Weaver Basin Trail mapping, Education & Outreach- Weaverville Summer Day Camp funding, and Weaverville Community Forest Trails- noxious weed removal.

8.0 Public Comment

There were no public comments.

9.0 Discuss and Approve attendance of the CARCD Annual Conference in Santa Barbara, CA

The CARCD Annual Conference in November has been moved to Zoom. They are looking to do in-person portion to January. Patrick Truman was the representative and voting delegate previously. The Delegate in required to be a Board Member. Kent Collard volunteered to be the Delegate. Josh Brown offered to be an alternate. Sheen said he would get Collard registered for the conference.

MSC –Lowden/Brown to approve Collard as the delegate for the Annual CARCD Conference.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

10.0 Board Reports/Correspondence

Collard reported that the fire looked to be moving to the east. He felt confident it would be okay. There has been a lot of activity and heavy equipment on the property to Pattison Ridge. He said he still under a mandatory evacuation order. The road is still closed.

Brown Reported he had received a lot of reports of heavy equipment and lines being made by fire officials in Tangle Blue. He heard they had been heavy handed protecting SPI Lands but have been destroying the wilderness. And had let private properties burn. He was happy his house was saved but was concerned for the wilderness.

11.0 District Manager's Report

Sheen reported that the Governor's Executive Order for Zoom meetings is sun-setting this month. Sheen was hopeful it will be extended and thought he would know by the end of the month.

As we have received the Fire Prevention Grant we will need a fourth crew for Forest Health fuels reduction. We will also need one more person for doing contract administration especially with Cal OES if we get that. It was initially written for us to do the work but there will be too much. We will work with the Watershed Center and have them use their masticator to get all the work done. They received the same grant two years ago and gave us the work. This will put us to a level of work we have never operated at before. We will have to rework the Forest Health department.

Sheen said that he has received a lot of compliments for the work the crews did in Junction City a couple of years ago. He has heard that if the fuels reduction/fire prevention work had not been done there, the fires could have been a lot worse.

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

MSC-Lowden/Brown to move into Closed Session at 6:59 PM.

MSC- Brown/Lowden to move out of Closed Session at 7:17 PM.

District Manager's Annual Evaluation postponed to the October Regular Meeting.

13.0 Adjourn

Adjourned at 7:17 PM.

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors

Special Meeting

Agenda

September 30, 2021

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

Based on the requirements of the Trinity County Public Health Officer to conduct social distancing and the guidelines from the CDC, to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

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Written/Read Aloud: Please email your comments to the District's Board Clerk at rwolfinbarger@tcrd.net, and write "Public Comment" in the subject line. In the body of the email, include the agenda item number **and** title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email. All comments received before **4:00 PM on the day of the meeting** will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Directors at the meeting. Comments received after this time will be added to the record after the meeting.

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors

Special Meeting

Agenda

September 30, 2021

Mike Rourke 5:30 PM

- 1.0 Call to Order
- 2.0 Discuss and Approve Agenda
- 3.0 Resolution 21-06 AB 361 Authorizing Remote Teleconference Meetings
- 4.0 Adjourn



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

SPECIAL BOARD MEETING

September 30, 2021 * 5:30 PM

Board Members Present: (In Person), Mike Rourke, Greg Lowden, and Josh Brown

Board Members Absent: Heidi Carpenter-Harris, Kent Collard

Associate Board Members Present: None

District Staff: Rebekah Wolfinbarger and (Attended through Zoom) Kelly Sheen

Other Agency Staff: None

Guests: None

1.0 Call to Order: Meeting called to order at 5:35 PM, by Mike Rourke.

2.0 Discuss and Approve Agenda

MSC –Lowden/Brown to approve the Agenda.

3.0 Discuss and Take Action on Resolution 21-06 AB 361 Authorizing Remote Teleconference Meetings

Sheen gave an overview of the Brown Act Provisions regarding teleconference meetings. He explained how we have been operating under Executive Orders since April that changed the laws temporarily due to COVID-19. That Order is set to expire on September 30th. Resolution 21-06 must be passed to continue teleconference meetings under the new AB 361 rule. There will also need to be a subsequent Resolution passed every 30 days until the emergency is over. AB 361 will sunset indefinitely on January 01, 2024.

MSC –Brown/Lowden to approve Resolution 21-06 to extend the Guidelines Authorizing Remote Teleconference Meetings.

Roll Call Vote: Rourke, Aye; Lowden, Aye; Brown, Aye Absent: Collard, Harris

Ayes: 3, Noes: 0, Absent: 2, Abstain: 0

3.0 Adjourn

Adjourned at 5:50 PM.

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

October 20, 2021

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

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TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

October 20, 2021

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 Minutes for September 15, 2021 Regular Meeting
 - 3.2 Discuss and Approve Minutes for September 30, 2021 Special Meeting
- 4.0 Financial Report
 - 4.1 Discuss Updated August Monthly Financial Report
 - 4.2 Discuss September Monthly Financial Report
 - 4.3 Discuss and Approve List of Warrants for September, 2021
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Trinity Collaborative Report
- 8.0 Public Comment
- 9.0 Discuss/Take Action on Resolution 21-07: Approving the Applicant to Apply for Grant Funds from the Fire Prevention Grant Program, as provided through the California Climate Investments
- 10.0 Discuss/Take Action on Resolution 21-08: AB 361 Subsequent Authorization for Remote Teleconference Meetings
- 11.0 Discuss/Take Action on 2022 NACD Dues
- 12.0 Board Reports/Correspondence
- 13.0 District Manager's Report
- 14.0 Closed Session: Government Code § 54957(b): District Manager's Report
 - District Manager Kelly Sheen's Annual Performance Evaluation
- 15.0 Adjourn



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

October 20, 2021 * 5:30 PM

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

(Zoom/Call-in) Josh Brown

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, Amelia Fleitz, and Rebekah Wolfenbarger

Other Agency Staff: (Attended through Zoom) Erin Taylor, NRCS

Guests: None

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

2.0 Discuss and Approve Agenda

MSC –Lowden/Harris to approve the Agenda.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for September 15, 2021 Regular Meeting

MSC –Lowden/Collard to approve Minutes from September 15, 2021 Regular Meeting.

3.2 Discuss and Approve Minutes for September 30, 2021 Special Meeting

MSC –Lowden/Collard to approve Minutes from September 30, 2021 Special Meeting.

4.0 Financial Reports

4.1 Discuss Updated August Monthly Financial Report

Caldwell said she was still entering numbers but expected to be in the positive for August.

4.2 Discuss September Monthly Financial Report

Caldwell reported that they were showing a balance of negative \$76,330.20. She said that wouldn't hold. Chris was working to improve that number.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

4.3 Discuss and Approve List of Warrants for September, 2021

MSC –Lowden/Harris to approve the list of warrants in the amount of \$237,525.72.

5.0 Projects Report

Director Rourke asked how much was in the RAC funding. Sheen responded that there is \$1.2 million. He also informed them of a third year of allocation. He said TCRCD put together 12 proposals and they are scalable. He said Tara Jones was supportive of all the proposals they put together. They fall into different categories and the RAC will decide the priority list.

Director Harris volunteered to help with the youth project. Sheen said he would make sure Maya Williams got ahold of her.

Sheen and Caldwell reported that Cynthia Tarwater was happy to be home and sleeping in her own bed. She is ready for a much needed break and has wrapped up all the BAER work.

Director Rourke asked about the water table provided by the Revegetation Department and suggested a lighter level of specificity. They didn't need that much detail on the Projects Reports.

6.0 NRCS Report

Taylor stated that Kari Nichols is back in the Weaverville Office, she will be training Chris Cole on the 9 Steps of Planning, Assisting with Wildfire Recovery, and the Forestry Management Plan. Taylor reported they are excited to start onboarding Molly Breitmün November 1st. Taylor shared that Breitmün has 9-10 months expertise in hydrology.

They are starting the new Fiscal Year. They are working on Wildfire Recovery from the Monument and River Complex so all the way from Big Bar, and Junction City, and then over to Trinity Center and then back down to South County as they are still working on August Recovery. She said they are also working on fuel reduction in the places that weren't affected by fire. She shared that Maya Williams will be working with them on wildlife habitat.

In Fiscal Year 2021 there were 13 contracts awarded; there were 2-RCPP Contracts, 4-EQIP CIC and 7 –EQIP Classic contracts. They are working on an extension of RCPP for another Fiscal Year. They will be working with the Watershed Center on enhancing Oak Woodlands. There has been no selection for the Joint Chiefs. She was hoping they will get another cycle (3 years), she said she would let Sheen know as soon as she knows.

7.0 Trinity Collaborative Report

There was no Collaborative Report.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

8.0 Public Comment

There were no public comments.

9.0 Discuss and Take Action on Resolution 21-07: Approving the Applicant to Apply for Grant Funds from the Fire Prevention Grant Program, as provided through the California Climate Investments

Chris Cole reviewed the project he confirmed they had previously signed a Resolution but it was in the wrong format. This was a new one in the correct format. After looking at the maps provided Director Harris offered to help get the word out in Salyer about the upcoming work. Director Rourke asked about the scope. Cole said the intent is to focus on the roadway first, it is one way in and out. He said then they will look at other landowners. Director Brown was happy to see the Junction City area included. Sheen explained they did the north side of Junction City previously. It really seemed to have made a difference with the fires. The park was also included on this one. It has high brush and is hazardous. Sheen said Duncan McIntosh had reached out to advocate for the park to be included. Cole stated they would also treat 40-50 acres in the Weaverville Community Forest, Democrat Gulch with broadcast burning with BLM.

MSC –Brown/Lowden to approve Resolution 21-07: Approving the Applicant to Apply for Grant Funds from the Fire Prevention Grant Program, as provided through the California Climate Investments

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

10.0 Discuss and Take Action on Resolution 21-08 AB 361 Subsequent Authorization for Remote Teleconference Meetings

The Directors discussed the continued local emergency and the need to continue Zoom meetings.

MSC –Collard/Lowden to approve Resolution 21-08 to extend the Guidelines Authorizing Remote Teleconference Meetings for another 30 days.

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

11.0 Discuss and Take Action on 2022 NACD Dues

Sheen reviewed last year's decision to go with the Silver Tier at \$501. He stated the biggest benefit they saw from membership last year was a grant they received for \$85,000. That is the grant that would bring on Molly Breitmün as a Conservation Planner, being paid from NACD and NRCS.

MSC –Lowden/Collard to approve the payment at the Silver Tier in the amount of \$501 for the 2022 NACD Dues.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

12.0 Board Reports/Correspondence

There was nothing to report out and no correspondence.

13.0 District Manager's Report

Sheen reported the RFP timeline for the Auditor. They have a list of twelve auditors being used by other districts. The RFP was submitted on October 6th. Questions are due back from the contractors by the 18th and answers by the 25th. Final RFP's will be by November 1st. November 11 is the date of review for the recommendations to the Board for the next meeting.

Sheen gave an update on the Covid Relief Funding. Caldwell said the issue was the loss of revenue from the shutdown. However, they picked last year, as the year to show the loss and we had higher revenues. She said it was a problem for a lot of districts. They had to determine the unexpected costs, lost wages of two and a half months, as well as loss of revenues. The real loss they found was lost overhead. Everything was entered and backed up with documentation. The net ask was \$172,000 there were 357 submissions. There was a lot of money used by getting everyone remote access so they could work from home. Caldwell said they confirmed that the social security was also a legitimate ask. They postponed the deadline by two and a half weeks. It was going to be \$100,000,000 to split between the Districts that apply. The county was looking at receiving the money on December 9th but with the extension that has been pushed to December 23rd.

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

MSC-Lowden/Collard to move into Closed Session at 6:43 PM.

District Manager received an Evaluation with a favorable outcome.

An MOU between the North Coast RCD and the North Coast Resource Partnership was reviewed, and voted on, then signed by Director Rourke.

MSC- Collard/Brown to sign MOU between the North Coast RCD and the North Coast Resource Partnership.

MSC- Lowden/Collard to move out of Closed Session at 8:50 PM.

15.0 Adjourn

Adjourned at 8:50 PM.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

November 16, 2021

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

Based on the requirements of the Trinity County Public Health Officer to conduct social distancing and the guidelines from the CDC, to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

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TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

November 16, 2021

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 Minutes for October 20, 2021 Regular Meeting
- 4.0 Financial Report
 - 4.1 Discuss Updated September Monthly Financial Report
 - 4.2 Discuss October Monthly Financial Report
 - 4.3 Discuss and Approve List of Warrants for October, 2021
 - 4.4 Discuss and Approve 2021-2022 1st Quarter Budget Revision
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Trinity Collaborative Report
- 8.0 Public Comment
- 9.0 Discuss/Take Action on Resolution 21-09: AB 361 Subsequent Authorization for Remote Teleconference Meetings
- 10.0 Discuss/Take Action of an Audit Firm for Annual Financial Audit of the District for the FY ending June 30, 2021, 2022, 2023
- 11.0 Discuss/Take Action on 2022 CSDA Dues
- 12.0 Board Reports/Correspondence
- 13.0 District Manager's Report
- 14.0 Closed Session: Government Code § 54957(b): District Manager's Report
- 15.0 Adjourn



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

November 16, 2021 * 5:30 PM

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

(Zoom/Call-in): None

Board Members Absent: None

Associate Board Members Present: None

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

Other Agency Staff: (Attended through Zoom) Erin Taylor, NRCS

Guests: None

1.0 Call to Order: Meeting called to order at 5:38 PM, by Mike Rourke.

2.0 Discuss and Approve Agenda

MSC –Lowden/Collard to approve the Agenda.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for October 10, 2021 Regular Meeting

MSC –Lowden/Collard to approve Minutes from October 10, 2021 Regular Meeting.

4.0 Financial Reports

4.1 Discuss Updated August Monthly Financial Report

Caldwell said through September they are at \$20,000 in the red. That has been knocked down by \$3,000. They were still waiting on 451 which is almost a \$50,000 gain on the loss. They are coming to the end of contracting.

4.2 Discuss September Monthly Financial Report

Caldwell stated they are showing a bigger loss for October at \$94.6 thousand but \$47,000 dropped off. They are still invoicing and expect that to decrease further. Sheen reported they are coming to the end of advances and that should help cash flow.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

4.3 Discuss and Approve List of Warrants for September, 2021

MSC –Lowden/Brown to approve the list of warrants in the amount of \$265,678.90.

4.3 Discuss and Approve 2021-2022 1st Quarter Budget Revision

Sheen stated there is a drastic change in the numbers due to several new contracts coming in. The new contracts are reflecting the need to run at a higher capacity. There is a new Conservation Planner. They have ordered two new trucks and a chipper. They will arrive in January. There will be no overhead on the trucks or the chipper. The overhead for those was included in the budget. It will now have to be revised to remove it.

Sheen reported we are four months in and at \$1.1 million and right on track for the \$3.5 million. Rourke asked about layoffs. Sheen stated they are going to keep one crew through the winter. December 15th is the date for layoffs for the rest of the crews.

MSC –Harris/Lowden to approve 2021 budget with the corrections to projects 476 and 479 in the overhead section.

5.0 Projects Report

Sheen said there were a total of twelve RAC proposals submitted for the District. The RAC is currently reviewing twenty-nine total submissions. The total amount to be awarded is \$1.8 million. Sheen said he expects all twelve of the RCD submissions to be mostly if not fully funded. Sheen reviewed the list of submissions and the departments and projects requesting funding. They were mostly through Forest Service and expected to have a quick turn around with full NICRA. Sheen explained Tarwater was the only one that did not submit a proposal. She was too busy and is tied up with all the BAER work. They are expecting awards confirmation on the projects to be funded as well as how much the awards will be in January.

6.0 NRCS Report

Taylor reported the Fiscal Year 2022 Ranking and EQIP deadlines, the Catastrophic Wildfire fund pool application deadline is in December. She said Sheen could provide a calendar with all dates and deadlines. Molly Breitmün is working on getting her government laptop and access. She has been conducting site visits. Chris and Bethany will be going to Junction City to assess wildfire damage on private properties.

7.0 Trinity Collaborative Report

Director Rourke asked about the boat ramp. Sheen said they were granted an extension and are working on the new design. Sheen reported there was a lot of discussion about the RAC and recreation. There is a presentation scheduled for the next meeting on the Barred Owl Vs. the Spotted Owl.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

8.0 Public Comment

There were no public comments.

9.0 Discuss and Take Action on Resolution 21-09: 21-08 AB 361 Subsequent Authorization for Remote Teleconference Meetings

MSC –Collard/Brown to approve Resolution 21-09 to extend the Guidelines Authorizing Remote Teleconference Meetings for another 30 days.

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

10.0 Discuss and Take Action on 2022 Audit Firm for Annual Financial Audit of the District for the FY ending June 30, 2021, 2022, and 2023

There were two proposals submitted. Ricciardi and Fechter. Ricciardi came highly recommended and has dealt with Districts similar to ours. Ricciardi came in \$1000 under what we currently pay Chavan, at \$17,000. Fechter came in \$1000 over Chavan at \$19,000. Ricciardi would like to begin in January. We would like a three year agreement with the option to terminate or extend.

MSC –Harris/Collard to approve RJ Ricciardi as Auditor for the FY ending June 30, 2021, 2022, and 2023.

11.0 Discuss and Take Action on 2022 CSDA Dues

MSC –Lowden/Collard to approve the payment in the amount of \$6662 for the 2022 CSDA Dues.

12.0 Board Reports/Correspondence

Director Collard hosted a PBA (Prescribed Fire) with WRTC, there were approximately forty people that attended. He explained BBA is a group of private landowners that want to do prescribed fire their property, and they work together to achieve it.

13.0 District Manager's Report

Sheen said if there are scheduling changes to meeting dates they need to be approved at the prior meeting. The January meeting schedule looked good to everyone.

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

MSC-Lowden/Harris to move into Closed Session at 7:26 PM.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Nothing to report.

MSC- Harris/Collard to move out of Closed Session at 7:55 PM.

15.0 Adjourn

Adjourned at 7:55 PM.

TCRCD Office Conference
Room

4:00 PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors

Special Meeting

Agenda

December 01, 2021

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

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TCRCD Office Conference
Room

4:00 PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors

Special Meeting

Agenda

December 01, 2021

Heidi Carpenter-Harris 4:00 PM

- 1.0 Call to Order
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve 2021-2022 Annual Operating Plan
- 4.0 Discuss/Take Action on Resolution 21-09: Authorizing Funding Request to California Department of Conservation's Working Lands and Riparian Corridors Program
- 5.0 Adjourn



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

SPECIAL BOARD MEETING

December 01, 2021 * 4:00 PM

Board Members Present: (In Person) Greg Lowden, Kent Collard, and Josh Brown

(Zoom/Call-in): Heidi Carpenter-Harris

Board Members Absent: Mike Rourke

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, Amelia Fleitz, and Rebekah Wolfenbarger

Other Agency Staff: (Attended through Zoom) Erin Taylor, NRCS

Guests: None

1.0 Call to Order: Meeting called to order at 4:05 PM, by Greg Lowden.

2.0 Discuss and Approve Agenda

MSC –Collard/Brown to approve the Agenda.

3.0 Discuss and Approve 2021-2022 Operating Plan

Fleitz reported she is applying for a DOC Grant. It is a requirement to have the Annual Operating Plan up to date and in place. The Directors all said it looked great. She said they were a bit behind in getting it updated this year but next year they can expect it at the same time as the new FY Budget.

MSC –Brown/Harris to approve the 2021-2022 Operating Plan.

4.0 Discuss and Take Action on Resolution 21-09: Authorizing Funding Request to California Department of Conservation's Working Lands and Riparian Corridors Program.

Fleitz reported out the details of the project. It will be at Travis Ranch in Southern Trinity. There is a riparian survey to be completed and habitat reclassification. They will partner with Stillwaters for the project. Travis Ranch is a working cattle ranch, there are issues from the August Complex. It needs rehab to repair corridors on the working landscape. The McConnell Foundation recommended us.

MSC –Collard/Brown to approve resolution 21-09 authorizing the funding request the California Department of Conservation's Working Lands and Riparian Corridors Program.

Roll Call Vote: 4 –Aye: Lowden, Aye; Harris, Aye; Brown, Aye; Collard, Aye



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

- 1- Absent: Rourke
- 0- Abstain

5.0 Adjourn

Adjourned at 4:15 PM.

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

December 15, 2021

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

Based on the requirements of the Trinity County Public Health Officer to conduct social distancing and the guidelines from the CDC, to minimize the spread of the coronavirus, please note the following changes to the District’s ordinary meeting procedures:

- The District offices will be closed to the public at this time.
- The meetings will be conducted via teleconferencing using Zoom. (See Executive Order 29-02)
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

HOW TO OBSERVE THE MEETING:

Telephone: Listen to the meeting live by calling Zoom at +16699009128, Enter the **Meeting ID** 863 5024 5406 followed by the pound (#) key. More phone numbers can be found on Zoom’s website at <https://zoom.us/j/abb4GNs5xM> if the line is busy.

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://us02web.zoom.us/j/86350245406>

with internet access that meets Zoom’s system requirements (see <https://zoom.us/hc/en-us/articles/20136023-System-Requirements-for-PC-Mac-and-Linux>)

Mobile: Log in through Zoom mobile app on a smartphone and enter **Meeting ID** 863 5024 5406

HOW TO SUBMIT PUBLIC COMMENT:

Written/Read Aloud: Please email your comments to the District’s Board Clerk at rwolfinbarger@tcrd.net, and write “Public Comment” in the subject line. In the body of the email, include the agenda item number **and** title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff’s cadence), prominently write “Read Aloud at Meeting” at the top of the email. All comments received before **4:00 PM on the day of the meeting** will be included as an agenda supplement on the District’s website under the relevant meeting date and provided to the Directors at the meeting. Comments received after this time will be added to the record after the meeting.

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

December 15, 2021

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 Minutes for November 16, 2021 Regular Meeting
 - 3.2 Discuss and Approve Minutes for December 01, 2021 Special Meeting
- 4.0 Financial Report
 - 4.1 Discuss Updated October Monthly Financial Report
 - 4.2 Discuss November Monthly Financial Report
 - 4.3 Discuss and Approve List of Warrants for November, 2021
- 5.0 Projects Report
- 6.0 Introduce Molly Brietmun, Conservation Planner
- 7.0 NRCS Report
- 8.0 Trinity Collaborative Report
- 9.0 Public Comment
- 10.0 Discuss/Take Action on Resolution 21-10: AB 361 Subsequent Authorization for Remote Teleconference Meetings
- 11.0 Board Reports/Correspondence
- 12.0 District Manager's Report
- 13.0 Closed Session: Government Code § 54957(b): District Manager's Report
- 14.0 Adjourn



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

December 16, 2020 * 5:30 PM

Board Members Present: (In Person) Greg Lowden (Zoom/Call-in) Mike Rourke, Colleen O’Sullivan, and Kent Collard

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen and Rebekah Wolfinbarger

Other Agency Staff: None

Guests: Heidi Carpenter-Harris and Josh Brown

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

2.0 Discuss and Approve Agenda

MSC – O’Sullivan/Lowden to approve Agenda

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for November 18, 2020 Regular Meeting

MSC –O’Sullivan/Collard to approve Minutes from November, 2020 regular meeting.

4.0 Projects Reports

No discussion

5.0 Candidate Interviews

Sheen explained the process for the interviews to be done via Zoom. He stated that he will interview the candidates. Heidi would go first. While Heidi was being interviewed Josh would be in a waiting room. When Heidi was done they would switch places. When the interviews were complete they would both be placed in the waiting room. The Board would then have a discussion. Once a decision had been reached they would then offer the seat to the one candidate and the other would be notified after.

5.1 Heidi Carpenter-Harris

Heidi Carpenter-Harris interviewed



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

5.2 Josh Brown

Josh Brown Interviewed

5.3 Discuss/Take Action on Candidates

All agreed that Heidi was the best candidate. Kent appreciated the process of the interviews. Josh was told he would be kept in mind for other opportunities and should reapply if any future vacancies occur.

MSC – O’Sullivan/Lowden to appoint Heidi Carpenter-Harris to the TCRCD Board of Directors to serve the remainder of the term for Patrick Truman expiring 11/2022.

6.0 Swear in Candidate/Oath of Office

New Member Heidi Carpenter-Harris sworn in.

7.0 Public Comment

No comments.

8.0 Board Reports/Correspondence

O’Sullivan reported she has been working on the Strategic Plan for the Community Forest. She said that any updates will be reported by Amelia Flietz, Azalie Welsh, and Kathleen McCully in the Weaverville Community Forest section of the Projects Report.

Carpenter-Harris reported that she has been working with the South Fork Rd. Fire Resiliency Group. She reported there is a Hot Shot crew in Salyer. She is working with Regina Moon from Fire Safe Council. They are looking at Trinity Village and Burnt Ranch as places for work to be done. Sheen said PG&E funding had been redirected from Mad River to Down River and asked if she had seen any of that work. She stated there is a very prominent difference of where work has been done and where it has not.

9.0 District Manager’s Report

Sheen reported that Project Coordinator Chris Cole has been out with a COVID positive test result. He said that because of the close proximity to both Azalie Welsh and Kathleen McCully, they both were also quarantined. Forest Health wrapped up the field season early due to the crews being laid off, as they also had been in contact with Cole. Sheen continued that with the Holidays approaching and the COVID situation, the decision was made to layoff all crews. Sheen also reported that precautions have been taken in the front office with Rebekah Wolfenbarger and Joan Caldwell alternating days to limit contact in the office. He said he has only been in the office working half of the time. Everyone has been working remotely when possible. He said, we have



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

been better with procedures. He reported that so far everyone has come back negative. He said they would reassess schedules after January 01, 2021.

Sheen also reported that he had Marla Walters, the new Grants Manager run an audit of the last two years. . Only one project was found to have improper documentation. All projects are now current on invoicing.

Sheen informed the Board that the audit was pushed back. He stated that they will be requesting documents to be scanned to them and it will be done remotely. He stated that with COVID, and the extra work from the audit, and less people being available in the office, the audit was pushed to January 20th. The date of the next board meeting.

Sheen also stated NCRA is 13 weeks out and there is nothing to report yet. He mentioned that Forest Health is working on some big money projects with both Fish and Wildlife and BLM. He said he is pushing Project Coordinators to develop their relationships with their grantors so we get paid quickly.

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

MSC – Lowden/O’Sullivan to move into Closed Session at 6:49 PM.

MSC – Lowden/O’Sullivan to move out of Closed Session at 8:33 PM.

MSC – Lowden/O’Sullivan to approve step increase for District Manager Kelly Sheen’s Annual Performance Evaluation.

11.0 Adjourn

Adjourned at 8:34 PM.