

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda October 18, 2023

Mike Rourke 5:30 PM

- 1.0 Call to Order
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
 - 3.1 Discuss and Approve Minutes for September 20, 2023 Regular Meeting
- 4.0 Financial Report
 - 4.1 Discuss Updated August Monthly Financial Report
 - 4.2 Discuss September Monthly Financial Report
 - 4.3 Discuss/Approve List of Warrants for September 2023
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Trinity Collaborative Report
- 8.0 Report from Denise Wesley, GIS Program Manager
- 9.0 Discuss/Take Action on 2024 NACD Dues
- 10.0 Discuss/Take Action on Investment of District Reserves
- 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

September 20, 2023 * 5:30 PM

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

(Zoom/Call-in): None

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, Kayla Meyer, and Marla Walters

Other District Staff: (Attended through Zoom) None

Other Agency Staff: (Attended through Zoom) None

Guests:

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

2.0 Discuss and Approve Agenda

MSC –Brown/Ritz to approve the September 20, 2023 Agenda.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for August 9, 2023 Special Meeting

MSC Grigsby/Collard to approve minutes. The motion passed unanimously.

3.2 Discuss and Approve Minutes for August 16, 2023 Regular Meeting

M. Grigsby noted an error under 8.0. MSC Grigsby/Brown, with correction. The motion passed unanimously.

4.0 Financial Reports

4.1 Discuss Updated July Monthly Financial Report

Caldwell noted that there is still a lot of invoicing to do, but believes the revenues are looking much better. She also mentioned that we have paid our property liability and workers' compensation bills. We seem to be having fewer workers' comp injuries.



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4.2 Discuss August Monthly Financial Report

Per Caldwell, at first look, we're already off to a good start. Again, invoicing continues.

4.3 Discuss and Approve List of Warrants for August, 2023

Caldwell noted that the yellow highlighting is for reporting purposes. Yellow denotes employee reimbursements. Also, red highlights the Smart Center employees. We were receiving 50% reimbursement for these employees. Discussion was held about our new health and dental insurance (Humana), where we will be able to offer better coverage for less. The brokers will come to us to sign everyone up, likely on October 4.

MSC – Brown/Collard to approve the August warrants in the amount of \$623,948.49. The motion passed unanimously.

Caldwell noted that we have accrued \$16,400 toward the \$28K audit expense. We will have accrued close to \$24K for the 23 – 24 audit. Discussion followed regarding opening a savings account. She found one that offers 4.5 interest, which is higher than the local bank. Caldwell and Sheen will research further.

Grigsby wondered why the current line of credit must be renewed every year. Collard asked if it can be longer than one year. Sheen will check on this.

5.0 Projects Report

The Projects Report was reviewed and discussed.

6.0 NRCS Report

Cole was unable to be present, but Sheen gave his report, which was

“We are finalizing contracts in preparation for the federal fiscal year ending. We had an additional contract selected and are working to pull that together. It is atypical to have a contract selected for funding this late in the federal fiscal year so it's a bit of a scramble.

I spoke with the NRCS state forester. He is one of the members of the governor's wildfire task force. Overall the NRCS doesn't have much influence with how state funds get disbursed throughout the state. That said where projects are fitting together and being carried out successfully is where funding generally goes.”



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7.0 Trinity Collaborative Report

Sheen reported on the recent meetings, 9/8 (Rec) and 9/15 (Full Collaborative). The Minersville Boat Ramp is moving forward. They have an engineer and met on site. There should be a 60% design by the end of this calendar year. Hopefully by next summer, they can award a contract for construction. The bike trail issue continues; it continues to be hung up with CalTrans. The Full Collaborative discussed the tree mortality problem, which impinges upon roads, private lands, FS lands, and the TPUD; it is a difficult problem. Also discussed were local wildfire alert cameras. Only two are working at this time, one on Oregon Mountain and one in Hayfork. Travis Finch from Velocity hopes to connect more of them. Lastly, R. Paris of the WRTC reviewed the LandTender program. Sheen is not sure at this point how it will be utilized.

8.0 Watershed Department Report

Meyer was introduced and gave the Board a bit of her background. She is the former ED of Honey Lake RCD in Susanville. She has experience with NCRS, and has consulting experience with watersheds, flood plains, and agriculture. She has been working to get reporting and invoicing caught up. She reviewed current projects for her department.

9.0 Discuss/Take Action on Resolution 23-04 Authorizing Submittal of a Funding Request to Sierra Nevada Conservancy for the Wildfire Recovery and Forest Resilience Directed Grant Program

Discussion took place.

Grigsby/Collard moved that the Board authorize submittal of a funding request to Sierra Nevada Conservancy for the Wildfire Recovery and Forest Resilience Directed Grant Program.

Vote:

Collard:	Aye
Ritz:	Aye
Brown:	Aye
Grigsby:	Aye
Rourke	Aye

The motion passed unanimously.

10.0 Discuss/Take Action on the Adoption of the California Environmental Quality Act Exemption for Trinity Roads Partnership under class 4, section 15304, Minor Alterations to Lane.

Sheen explained the steps and the need to get the CEQA in place. Discussion followed.

MSC: Grigsby/Brown to accept the adoption of the CEQA exemption for Trinity Roads Partnership. The motion passed unanimously.



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11.0 Discuss/Take Action on Attendance at the 2023 Annual CARCD Conference.

Sheen said that the conference will take place in Sacramento at the Doubletree. Dates are December 13, 14, and 15. Several members were interested. Sheen will handle registration and reservations. After discussion, it was decided that Kent will be our delegate and Ritz will be alternate.

MSC – Grigsby/Brown to have Collard again act as Delegate with Ritz as alternate.

12.0 Board Reports/Correspondence

Collard reported on a successful Environmental Camp. Grigsby reported on attending Science on the River at Indian Creek Lodge, regarding winter flows. She also attended the Trinity River cleanup and said it was well-organized. There was a good turnout.

13.0 District Manager's Report

Sheen reported that the Steel Bridge House escrow closed on September 8; he deposited \$298,845.93. He is putting together photos to thank the family and will draft a letter for Board review. He asked how the Board would like to handle the subject of the investment of the funds. It was decided to make it a separate agenda item. Grigsby asked if there could please be a list of possible recommendations.

The Strategic Plan went to our partners and to the Farmer's Market for review. No edits were requested. It is now out for public scoping.

Sheen said he has been asked to participate on a panel for the Wildfire Task Force. It will be a two-day meeting with field tours. N. Goulette is moderating the panel. We will be a case study for other partnerships.

The recent managers' meeting tackled RAC proposals. A spreadsheet was made and managers are prepping their proposals.

14.0 Closed Session.

No closed session was held.

15.0 Adjournment.

The meeting was adjourned at 7:48 p.m.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Approved and adopted this ____ day of _____, 2023. I, the undersigned, hereby certify that the Minutes of September 20, 2023 were duly adopted by the following vote of the Board of Directors.

(Secretary Signature)

Trinity County Resource Conservation District
 Check/Voucher Register - Check Register for Board of Directors
 From 9/1/2023 Through 9/30/2023

Check No.	Date	Vendor Name	Check Amount	Transaction Description
2307	9/5/2023	Ann M. Barbeau	2,142.92	Employee: 107; Pay Date: 9/5/2023
2308	9/5/2023	Joan Elizabeth Caldwell	3,559.24	Employee: 094; Pay Date: 9/5/2023
2309	9/5/2023	Cristian Daniel Campbell	1,312.33	Employee: 147; Pay Date: 9/5/2023
2310	9/5/2023	Jesse Jay Capps	1,563.26	Employee: 146; Pay Date: 9/5/2023
2311	9/5/2023	Garett F. Chapman	2,196.75	Employee: 078; Pay Date: 9/5/2023
2312	9/5/2023	Carina Louise deJong	1,972.34	Employee: 139; Pay Date: 9/5/2023
2313	9/5/2023	Michael J. Dunlap	1,845.94	Employee: 009; Pay Date: 9/5/2023
2314	9/5/2023	Jeffrey M. Eads	2,101.99	Employee: 080; Pay Date: 9/5/2023
2315	9/5/2023	Jesse Roy Ferguson	1,255.29	Employee: 151; Pay Date: 9/5/2023
2316	9/5/2023	Skylar Ann Fisher	2,189.70	Employee: 140; Pay Date: 9/5/2023
2317	9/5/2023	Amelia M. Fleitz	2,056.11	Employee: 086; Pay Date: 9/5/2023
2318	9/5/2023	Erik M. Flickwir	2,350.92	Employee: 008; Pay Date: 9/5/2023
2319	9/5/2023	Jeffery Francis Heinig	1,497.89	Employee: 131; Pay Date: 9/5/2023
2320	9/5/2023	Daphne Maurine Hobbs	2,000.84	Employee: 144; Pay Date: 9/5/2023
2321	9/5/2023	Katherine J. Howard	2,418.29	Employee: 070; Pay Date: 9/5/2023
2322	9/5/2023	Annyssa Marie Interrante	2,115.44	Employee: 133; Pay Date: 9/5/2023
2323	9/5/2023	Larry Cortez Jimenez Jr	1,286.29	Employee: 129; Pay Date: 9/5/2023
2324	9/5/2023	Jacob W. Johnson	2,312.96	Employee: 137; Pay Date: 9/5/2023
2325	9/5/2023	David W. Johnson	2,343.60	Employee: 059; Pay Date: 9/5/2023
2326	9/5/2023	Joshua D. Lee	1,673.13	Employee: 136; Pay Date: 9/5/2023
2327	9/5/2023	Bethany R. Llewellyn	2,459.37	Employee: 132; Pay Date: 9/5/2023
2328	9/5/2023	John W. McGlynn	2,095.35	Employee: 004; Pay Date: 9/5/2023
2329	9/5/2023	Jeff J. McGrew	2,322.16	Employee: 024; Pay Date: 9/5/2023
2330	9/5/2023	Duncan Lloyd McIntosh	2,087.36	Employee: 134; Pay Date: 9/5/2023
2331	9/5/2023	Tyler Donald McKinley	1,776.96	Employee: 142; Pay Date: 9/5/2023
2332	9/5/2023	Kayla Kirsten Meyer	2,300.79	Employee: 141; Pay Date: 9/5/2023
2333	9/5/2023	Joseph Michael Moore	1,589.82	Employee: 121; Pay Date: 9/5/2023
2334	9/5/2023	Thomas M. Paulson IV	1,824.54	Employee: 145; Pay Date: 9/5/2023
2335	9/5/2023	Maryann K. Perdue	1,949.99	Employee: 100; Pay Date: 9/5/2023
2336	9/5/2023	Arvel Jett Reeves	1,599.83	Employee: 118; Pay Date: 9/5/2023
2337	9/5/2023	Adriana Celia Rodriguez	2,121.75	Employee: 150; Pay Date: 9/5/2023
2338	9/5/2023	Carolyn Christine Rourke	693.49	Employee: 115; Pay Date: 9/5/2023
2339	9/5/2023	Joshua A. Scott	1,935.01	Employee: 104; Pay Date: 9/5/2023
2340	9/5/2023	Kelly D. Sheen	5,190.65	Employee: 005; Pay Date: 9/5/2023
2341	9/5/2023	Cynthia L. Tarwater	3,559.93	Employee: 002; Pay Date: 9/5/2023
2342	9/5/2023	Jessica Elizabeth Tye	1,918.25	Employee: 135; Pay Date: 9/5/2023
2343	9/5/2023	Marla D. Walters	2,604.52	Employee: 108; Pay Date: 9/5/2023
2344	9/5/2023	Jeremiah D. Weiss	29.86	Employee: 123; Pay Date: 9/5/2023
2345	9/5/2023	Daniel C. Wells	1,798.07	Employee: 081; Pay Date: 9/5/2023
2346	9/5/2023	Denise W. Wesley	2,836.31	Employee: 096; Pay Date: 9/5/2023
2347	9/5/2023	Kirk Anthony Wolfinbarger	1,861.32	Employee: 112; Pay Date: 9/5/2023
2348	9/19/2023	Ann M. Barbeau	2,260.08	Employee: 107; Pay Date: 9/20/2023
2349	9/19/2023	Joan Elizabeth Caldwell	2,990.89	Employee: 094; Pay Date: 9/20/2023
2350	9/19/2023	Cristian Daniel Campbell	946.99	Employee: 147; Pay Date: 9/20/2023
2351	9/19/2023	Jesse Jay Capps	1,267.93	Employee: 146; Pay Date: 9/20/2023
2352	9/19/2023	Garett F. Chapman	1,612.42	Employee: 078; Pay Date: 9/20/2023
2353	9/19/2023	Carina Louise deJong	1,772.02	Employee: 139; Pay Date: 9/20/2023
2354	9/19/2023	Michael J. Dunlap	1,253.77	Employee: 009; Pay Date: 9/20/2023
2355	9/19/2023	Jeffrey M. Eads	1,737.05	Employee: 080; Pay Date: 9/20/2023
2356	9/19/2023	Jesse Roy Ferguson	1,069.91	Employee: 151; Pay Date: 9/20/2023
2357	9/19/2023	Skylar Ann Fisher	1,908.24	Employee: 140; Pay Date: 9/20/2023
2358	9/19/2023	Amelia M. Fleitz	2,989.52	Employee: 086; Pay Date: 9/20/2023
2359	9/19/2023	Erik M. Flickwir	2,326.63	Employee: 008; Pay Date: 9/20/2023
2360	9/19/2023	Jeffery Francis Heinig	1,182.61	Employee: 131; Pay Date: 9/20/2023
2361	9/19/2023	Daphne Maurine Hobbs	1,118.38	Employee: 144; Pay Date: 9/20/2023
2362	9/19/2023	Katherine J. Howard	2,316.00	Employee: 070; Pay Date: 9/20/2023
2363	9/19/2023	Annyssa Marie Interrante	754.71	Employee: 133; Pay Date: 9/20/2023
2364	9/19/2023	Larry Cortez Jimenez Jr	1,251.61	Employee: 129; Pay Date: 9/20/2023
2365	9/19/2023	David W. Johnson	1,963.03	Employee: 059; Pay Date: 9/20/2023
2366	9/19/2023	Jacob W. Johnson	2,076.76	Employee: 137; Pay Date: 9/20/2023

Trinity County Resource Conservation District
 Check/Voucher Register - Check Register for Board of Directors
 From 9/1/2023 Through 9/30/2023

2367	9/19/2023	Samuel David Kaufman	182.39	Employee: 130; Pay Date: 9/20/2023
2368	9/19/2023	Joshua D. Lee	1,356.92	Employee: 136; Pay Date: 9/20/2023
2369	9/19/2023	Bethany R. Llewellyn	2,023.58	Employee: 132; Pay Date: 9/20/2023
2370	9/19/2023	John W. McGlynn	1,788.86	Employee: 004; Pay Date: 9/20/2023
2371	9/19/2023	Jeff J. McGrew	1,952.18	Employee: 024; Pay Date: 9/20/2023
2372	9/19/2023	Duncan Lloyd McIntosh	1,974.48	Employee: 134; Pay Date: 9/20/2023
2373	9/19/2023	Tyler Donald McKinley	1,458.37	Employee: 142; Pay Date: 9/20/2023
2374	9/19/2023	Kayla Kirsten Meyer	2,245.52	Employee: 141; Pay Date: 9/20/2023
2375	9/19/2023	Joseph Michael Moore	1,407.87	Employee: 121; Pay Date: 9/20/2023
2376	9/19/2023	Thomas M. Paulson IV	1,613.41	Employee: 145; Pay Date: 9/20/2023
2377	9/19/2023	Maryann K. Perdue	1,591.08	Employee: 100; Pay Date: 9/20/2023
2378	9/19/2023	Arvel Jett Reeves	1,978.80	Employee: 118; Pay Date: 9/20/2023
2379	9/19/2023	Adriana Celia Rodriguez	1,763.20	Employee: 150; Pay Date: 9/20/2023
2380	9/19/2023	Carolyn Christine Rourke	1,232.78	Employee: 115; Pay Date: 9/20/2023
2381	9/19/2023	Joshua A. Scott	1,560.19	Employee: 104; Pay Date: 9/20/2023
2382	9/19/2023	Kelly D. Sheen	4,723.51	Employee: 005; Pay Date: 9/20/2023
2383	9/19/2023	Cynthia L. Tarwater	3,274.29	Employee: 002; Pay Date: 9/20/2023
2384	9/19/2023	Jessica Elizabeth Tye	1,774.25	Employee: 135; Pay Date: 9/20/2023
2385	9/19/2023	Marla D. Walters	2,405.25	Employee: 108; Pay Date: 9/20/2023
2386	9/19/2023	Jeremiah D. Weiss	27.12	Employee: 123; Pay Date: 9/20/2023
2387	9/19/2023	Daniel C. Wells	1,637.59	Employee: 081; Pay Date: 9/20/2023
2388	9/19/2023	Denise W. Wesley	2,587.62	Employee: 096; Pay Date: 9/20/2023
2389	9/19/2023	Kirk Anthony Wolfinbarger	1,486.74	Employee: 112; Pay Date: 9/20/2023
2390	9/20/2023	Amelia M. Fleitz	778.15	Employee: 086; Pay Date: 9/20/2023
2391	9/20/2023	Samuel David Kaufman	7.01	Employee: 130; Pay Date: 9/20/2023
2392	9/20/2023	Kelly D. Sheen	2,618.94	Employee: 005; Pay Date: 9/20/2023
28476	9/5/2023	Jonathan David Whitney Bostrom	789.11	Employee: 138; Pay Date: 9/5/2023
28477	9/5/2023	Court-Ordered Debt Collections	86.87	Joseph Moore #JK-286-8449 CD-9208-06191
28478	9/5/2023	Trinity County Marshals Office	454.68	Court Case 16CL098 File No. 22000138 Daniel
28479	8/31/2023	Marla Walters-Cash	0.00	Check on August Warrants List
28480	9/6/2023	John Garrett	50.00	Music for Farmers Market 09-06-23
28481	9/6/2023	Jonathan Bostrom	206.50	Per Diem 08-28-23 to 08-31-23
28482	9/12/2023	Abila	50.00	Add'l Cloud user 08-20-23 to 09-19-23
28483	9/12/2023	Reinalt-Thomas Corp.	1,033.02	Tires and certificates #6864
	9/12/2023	Reinalt-Thomas Corp.	423.08	Trailer tires
28484	9/12/2023	Amerigas Propane LP	62.60	Propane
28485	9/12/2023	Jack A Branham	750.00	Rent 8-7 to 8-10-23/8-21 to 8-24-23/8-28 to
28486	9/12/2023	Chevron	80.00	Fuel #4690
28487	9/12/2023	Patrick Flynn	50.00	Music for Farmers Market 09-27-23
28488	9/12/2023	Frontier Communications	504.99	Telephone 09-01-23 to 09-30-23
28489	9/12/2023	Frontier Fuel & Propane	208.16	Fuel #0381
	9/12/2023	Frontier Fuel & Propane	24.94	Propane
28490	9/12/2023	Sadie Marriott	50.00	Music for Farmers Market 09-13-23
28491	9/12/2023	Ila F. McWilliams Trust	2,200.00	September 2023 Rent
28492	9/12/2023	Brady Meredith	600.00	August 2023 TCRCO cleaning
	9/12/2023	Brady Meredith	300.00	August 2023 YFR cleaning
28493	9/12/2023	Mountain Community Healthcare	150.00	(1) Air ambulance membership - Campbell
	9/12/2023	Mountain Community Healthcare	75.00	EE Physical-Ferguson
28494	9/12/2023	NORCAL Presort & Printing	100.00	Salmon Festival Posters
28495	9/12/2023	Northwest California RC&D Council	600.00	Sept 2023 Rent
28496	9/12/2023	O'Reilly Auto Parts	16.07	Interior cleaner for trucks
	9/12/2023	O'Reilly Auto Parts	85.55	Oil and oil filter #8746
	9/12/2023	O'Reilly Auto Parts	58.08	Oil and oil filter for chipper/tail lights for Ford
	9/12/2023	O'Reilly Auto Parts	84.48	Oil filter and oil
28497	9/12/2023	Ruth Store	87.90	Fuel #4282
	9/12/2023	Ruth Store	445.81	Fuel #4690
	9/12/2023	Ruth Store	105.97	Fuel #4916
	9/12/2023	Ruth Store	307.92	Fuel #4916 and ice
	9/12/2023	Ruth Store	119.89	Fuel Truck #4690
	9/12/2023	Ruth Store	14.22	Ice
28498	9/12/2023	Special District Risk Management Authority (SDRMA)	99,746.17	2023-24 Workers Comp Insurance

Trinity County Resource Conservation District
 Check/Voucher Register - Check Register for Board of Directors
 From 9/1/2023 Through 9/30/2023

	9/12/2023	Special District Risk Management Authority (SDRMA)	66,273.42	SDRMA 2023-2024 Prop/Liab
28499	9/12/2023	Snyder Highland Foundation	300.00	Farmers Market Rent September 2023
28500	9/12/2023	Trinity County Solid Waste Division	147.00	Aug 2023
	9/12/2023	Trinity County Solid Waste Division	305.20	Dump fees
	9/12/2023	Trinity County Solid Waste Division	46.00	Sept 2023
28501	9/12/2023	Trinity Lumber	68.47	(16) Utility standard blocks
	9/12/2023	Trinity Lumber	85.59	(20) Utility standard blocks
	9/12/2023	Trinity Lumber	29.75	Pegboard
	9/12/2023	Trinity Lumber	315.23	Pipe and materials
28502	9/12/2023	Velocity Communications, Inc.	114.99	Internet 09-01-23 to 10-01-23
28503	9/12/2023	Weaverville CSD	28.00	YFR water 08-01-23 to 08-31-23
28504	9/14/2023	Kenneth Baldwin	4,988.13	Contract services 04-06-23 to 08-31-23
	9/14/2023	Kenneth Baldwin	96.88	Contract services July 2023
	9/14/2023	Kenneth Baldwin	677.60	Contract services June 2023
28505	9/14/2023	Baugh Construction	14,675.00	Contract Services 07-05-23 to 07-14-23
	9/14/2023	Baugh Construction	2,450.00	Contract Services 07-10-23 to 07-21-23
	9/14/2023	Baugh Construction	9,790.00	Contract Services 07-17-23 to 07-21-23
	9/14/2023	Baugh Construction	12,400.00	Contract Services 07-24-23 to 07-31-23
28506	9/14/2023	Herrett Excavating	12,010.06	Contract Services 07-05-23 to 07-15-23
	9/14/2023	Herrett Excavating	16,105.05	Contract Services 07-17-23 to 07-31-23
28507	9/14/2023	Iaqua Construction and Logging	4,645.00	Contract Services 08-04-23 to 08-09-23
28508	9/14/2023	McCanless Excavating & Construction	5,300.00	Contract Services 07-10-23 to 08-14-23
28509	9/14/2023	Trinity Journal, The	49.40	Conservation Planner Ad
	9/14/2023	Trinity Journal, The	345.00	Trinity River Clean Up Ad
28510	9/14/2023	VESTRA Resources, Inc.	43,190.00	Contract Services thru 06-30-23
28511	9/14/2023	Watershed Research & Training Center	44,776.08	Contract Service 06-01-23 to 06-30-23
28512	9/14/2023	Abila	174.10	MIP Cloud 09-20-23 to 10-19-23
28513	9/14/2023	Baugh Construction	5,100.00	Contract Services thru 08-24-23
28514 - 28515	9/14/2023	Plotzke Ace Hardware	8.56	(2) 1.5in elbows
	9/14/2023	Plotzke Ace Hardware	12.86	Bleach
	9/14/2023	Plotzke Ace Hardware	75.05	Camp shower, grill
	9/14/2023	Plotzke Ace Hardware	7.19	Fasteners
	9/14/2023	Plotzke Ace Hardware	6.50	Freezer bags
	9/14/2023	Plotzke Ace Hardware	9.63	Gallon size Ziplock bags
	9/14/2023	Plotzke Ace Hardware	65.58	Gloves
	9/14/2023	Plotzke Ace Hardware	45.10	Gloves, threadlocker, snap trigr, fasteners
	9/14/2023	Plotzke Ace Hardware	29.34	Keys
	9/14/2023	Plotzke Ace Hardware	33.23	Lock, trash bags
	9/14/2023	Plotzke Ace Hardware	217.86	Nursery structure materials, canopy
	9/14/2023	Plotzke Ace Hardware	0.63	Open sign
	9/14/2023	Plotzke Ace Hardware	8.57	Padlock
	9/14/2023	Plotzke Ace Hardware	5.35	Paper bags
	9/14/2023	Plotzke Ace Hardware	10.73	Return padlock/purchase luggage lock
	9/14/2023	Plotzke Ace Hardware	174.46	Shade cloth, cable ties, pvc and fittings
	9/14/2023	Plotzke Ace Hardware	21.44	Sprinkler head
	9/14/2023	Plotzke Ace Hardware	72.90	Trimmer line, couplers
	9/14/2023	Plotzke Ace Hardware	144.33	Water timer, pvc, shade cloth
	9/14/2023	Plotzke Ace Hardware	12.99	Ziplock bags
28516	9/14/2023	John Ritz	515.00	Brackets for all Fuels trucks
28517	9/14/2023	Dianna Wallace	VOID	Music for Farmers Market 09-20-23 The Pine
28518	9/14/2023	Weaverville CSD	VOID	YFR water 08-01-23 to 09-01-23
28519	9/19/2023	Jonathan David Whitney Bostrom	656.16	Employee: 138; Pay Date: 9/20/2023
28520	9/19/2023	Miles S. Raymond	1,409.91	Employee: 152; Pay Date: 9/20/2023
28521	9/20/2023	Joan Caldwell	1,868.71	Reim Roads Prog Coordinator laptop/office
28522	9/20/2023	Crafco Inc.	1,015.10	Field materials
28523	9/20/2023	Mary Jo Fiermonte	50.00	Music for Farmers Market 10-25-23
28524	9/20/2023	Hirsch Auto Repair, Inc.	712.68	(3) Tires and (1) rim for Vermeer chipper
28525	9/20/2023	J&J Portable Toilets	110.00	Portable toilet for Farmers Market
28526	9/20/2023	Weaverville CSD	276.09	YFR water 08-01-23 to 09-01-23
28527		VOID	VOID	
28528	9/21/2023	Trinity Journal, The	760.05	2 weeks 2023 Salmon/Harvest Festival Ad
28529	9/21/2023	Trinity County Marshals Office	294.20	Court Case 16CL098 File No. 22000138 Daniel

Trinity County Resource Conservation District
 Check/Voucher Register - Check Register for Board of Directors
 From 9/1/2023 Through 9/30/2023

28530	VOID	VOID
28531	9/27/2023 Amerigas Propane LP	60.75 Propane
28532	9/27/2023 Baugh Construction	7,452.50 Contract services 08-01-23 to 08-10-23
	9/27/2023 Baugh Construction	21,725.00 Contract services 08-14-23 to 08-30-23
28533	9/27/2023 Contech Engineered Solutions LLC	8,724.36 Culverts
28534	9/27/2023 Eagle Rock, Inc.	12,360.42 Rock
28535	9/27/2023 Mary Jo Fiermonte	50.00 Music for Farmers Market 09-20-23 'Trinity Peace'
28536	9/27/2023 Herrett Excavating	12,432.00 Contract service 08-01-23 to 08-10-23
	9/27/2023 Herrett Excavating	3,126.28 Contract services 07-17-23 to 08-14-23
	9/27/2023 Herrett Excavating	19,823.00 Contract services 08-14-23 to 08-30-23 and drain
28537	9/27/2023 McCanless Excavating & Construction	24,565.00 Cont svs 8-14-23 to 8-31-23/Water trailer
	9/27/2023 McCanless Excavating & Construction	7,133.75 Contract services 08-01-23 to 08-10-23
	9/27/2023 McCanless Excavating & Construction	5,100.00 Contract services 08-07-23 to 09-18-23
28538	9/27/2023 R. Brown Construction Company, Inc.	5,445.00 Contract services 08-21-23 to 08-23-23
28539	9/27/2023 R Offins General Engineering	6,277.50 Contract services 08-07-23 to 08-10-23
	9/27/2023 R Offins General Engineering	7,700.50 Contract services 08-14-23 to 08-18-23
	9/27/2023 R Offins General Engineering	7,452.50 Contract services 08-21-23 to 08-25-23
	9/27/2023 R Offins General Engineering	4,520.00 Contract services 08-28-23 to 08-30-
28540	9/27/2023 Trinity Center Volunteer Fire Dept.	953.38 Big Red Truck Contract #23-25
28541	9/27/2023 Trinity PUD	479.84 08-10-23 to 09-10-23
	9/27/2023 Trinity PUD	72.65 08-10-23 to 09-10-23 YFR
28542	9/27/2023 UC Regents	20,000.00 2023-24 GrizzlyCorps
28543	9/27/2023 Verizon Wireless	69.08 08-13-23 to 09-12-23
28544	9/27/2023 Weaverville Sanitary District	28.00 YFR Sewer 08-01-23 to 08-31-23
28545	9/28/2023 Jonathan Bostrom	206.50 Pay Per Diem 09-25-23 to 09-28-23
28546	9/5/2023 Marla Walters-Cash	62.63 Tangle Blue-Pizza for Staff Mtg.
	9/11/2023 Marla Walters-Cash	6.50 Truck wash #6428
	9/15/2023 Marla Walters-Cash	13.81 Holiday Market-Meeting Supplies
	9/20/2023 Marla Walters-Cash	5.76 Mileage Reim.-Danny Wells
	9/27/2023 Marla Walters-Cash	8.56 USPS-Mail United Ag Check Certified
	9/28/2023 Marla Walters-Cash	7.15 Truck wash #0890
	9/28/2023 Marla Walters-Cash	7.15 Truck wash #4689
	9/28/2023 Marla Walters-Cash	7.15 Truck wash #4690
	9/28/2023 Marla Walters-Cash	7.15 Truck wash #4916
	9/28/2023 Marla Walters-Cash	7.15 Truck wash #6283
	9/28/2023 Marla Walters-Cash	1.07 Dollar General-Project Supplies
330444600-001	9/2/2023 Office Depot	3.16 Flags/GIS
	9/2/2023 Office Depot	293.85 Ink/toner
	9/2/2023 Office Depot	19.12 Received stamp
400529043	9/5/2023 Bailey's Inc.	50.39 Spencer 75' tape refill
540865516	9/5/2023 IPower, Inc.	12.99 Mailbox expansion FH Program Manager
56195313	9/5/2023 Walmart	37.73 Apple press filter bags
09-05-23 Costco	9/5/2023 Costco Wholesale	120.00 Costco Membership renewal
09-10503-34808	9/5/2023 Ebay	402.15 (5) Yealink phones and (2) power adapters
12795365	9/5/2023 Meta	40.00 Advertising
12795994	9/5/2023 Meta	1.94 Advertising
426	9/6/2023 United States Postal Service	66.00 Stamps
05-10510-44225	9/6/2023 Ebay	100.80 Xerox Drum cartridge
11-10507-12241	9/6/2023 Ebay	403.20 (4) Xerox drum cartridges
431680905	9/7/2023 Washington DSHS	789.11 Garnishment - Jonathan Bostrom 8-31-23 PR
5819401	9/7/2023 Amazon	57.36 Winch shackles
44295504	9/8/2023 EFTPS	26,435.62 Federal Tax Deposit
ACH-00978223 #1	9/8/2023 Jeff Eads	200.00 Pay Boot stipend
ACH-00978223 #2	9/8/2023 Larry Jimenez	200.00 Pay Boot stipend
ACH-00987227	9/8/2023 McGlynn, John	560.50 Pay Per Diem 08-01-23 to 08-17-23
0-294-584-336	9/8/2023 Employment Development Department	4,792.20 State tax deposit
ATR-00980330	9/11/2023 Tri Counties Bank	346.67 From Checking to LOC-Interest Pmt
	9/11/2023 Tri Counties Bank	100,000.00 From Checking to LOC-Principal Pmt
220017391	9/11/2023 Empower Retirement	2,700.00 Deferred Comp 09-05-23 PR
400529997	9/11/2023 Bailey's Inc.	90.06 (2) Spencer 75' tape refills
09-12-23 Ally	9/12/2023 Ally	50.83 Interest

Trinity County Resource Conservation District
 Check/Voucher Register - Check Register for Board of Directors
 From 9/1/2023 Through 9/30/2023

	9/12/2023 Ally	604.37	Sept 2023 Prin Pmt #4916
09-13-23 Ally	9/13/2023 Ally	69.74	Interest
	9/13/2023 Ally	815.48	Sept 2023 Prin Pmt #0890
330616688-1	9/14/2023 Office Depot	41.43	Correction tape, paper clips, paper towels, 3-hole
7973041	9/14/2023 Amazon	68.64	Toner cartridge for Sharp printer
ACH-00984385 #1	9/14/2023 Jeff Eads	206.50	Pay Per Diem 09-11-23 to 09-14-23
ACH-00984385 #2	9/14/2023 Kirk Wolfbarger	206.50	Pay Per Diem 09-11-23 to 09-14-23
ACH-00984385 #3	9/14/2023 Joshua Lee	206.50	Pay Per Diem 09-11-23 to 09-14-23
ACH-00984385 #4	9/14/2023 Josh Scott	206.50	Pay Per Diem 09-11-23 to 09-14-23
ACH-00984562	9/14/2023 Daniel Wells	48.21	Pay Mileage reimbursement
543167141	9/15/2023 IPower, Inc.	12.99	Fire Safe Coord mailbox upgrade
543167191	9/15/2023 IPower, Inc.	12.99	Watershed Manager mailbox upgrade
SP8094596	9/15/2023 NCH Software	51.26	Express Scribe program
	9/15/2023 NCH Software	0.51	International transaction fee
202045731888	9/15/2023 1&1 Ionos, Inc.	13.44	TRRP mail
91865722	9/16/2023 Walmart	59.26	Blinds for Forest Health office
5611538	9/18/2023 Officesupply.com	50.40	Paper
09-19-23 Ally	9/19/2023 Ally	13.74	Interest
	9/19/2023 Ally	696.84	Sept 2023 Pmt #6167
013482	9/20/2023 Holiday Market	28.14	Food for board meeting
21-29108061	9/21/2023 Costco Wholesale	134.64	(500) Checks
ACH-00991534 #1	9/21/2023 SDRMA	2,482.93	Pay D/V premiums
ACH-00991534 #2	9/21/2023 Jeffery Heinig	200.00	Pay Boot stipend
ACH-00991313 #1	9/21/2023 Cristian Campbell	206.50	Pay Per Diem 09-18-23 to 09-21-23
ACH-00991313 #2	9/21/2023 Jeff Eads	206.50	Pay Per Diem 09-18-23 to 09-21-23
ACH-00991313 #3	9/21/2023 Joshua Lee	432.21	Pay Per Diem and Mileage 09-18-23 to 09-21-23
ACH-00991313 #4	9/21/2023 Josh Scott	206.50	Pay Per Diem 09-18-23 to 09-21-23
ACH-00991313 #5	9/21/2023 Cynthia Tarwater	1,512.37	Pay Per Diem 08-01-23 to 08-31-23
ACH-00991313 #6	9/21/2023 Kirk Wolfbarger	206.50	Pay Per Diem 09-18-23 to 09-21-23
11300791	9/22/2023 EFTPS	23,272.85	Federal Tax Deposit
2-123-042-832	9/22/2023 Employment Development Department	4,027.43	State tax deposit
09-25-23 Ford Credit	9/25/2023 Ford Credit	213.80	Interest
	9/25/2023 Ford Credit	670.54	Sept 2023 Prin Pmt #8746
9464232	9/25/2023 Amazon	16.85	Note pads
DL31782633	9/25/2023 Garmin	99.75	Garmin Professional Flex Plan subscriptions
3680921	9/26/2023 Washington DSHS	656.17	Garnishment - Jonathan Bostrom 9-15-23 PR
232690027881	9/27/2023 Blue Shield of California	29,495.43	Pay Blue Shield Ins. Sept 2023
ACH-00997815 #1	9/28/2023 Cristian Campbell	206.50	Per Per Diem 09-25-23 to 09-28-23
ACH-00997815 #2	9/28/2023 Jeff Eads	206.50	Pay Per Diem 09-25-23 to 09-28-23
ACH-00997815 #3	9/28/2023 Joshua Lee	206.50	Pay Per Diem 09-25-23 to 09-28-23
ACH-00997815 #4	9/28/2023 Kirk Wolfbarger	206.50	Pay Per Diem 09-25-23 to 09-28-23

Total 907,982.55

Background

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

Discussion

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



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Agenda Item 5.0

PROJECTS REPORT

October 18, 2023

5.1 Grass Valley Creek

No updates at this time.

5.2 Weaverville Community Forest –Bethany Llewellyn, Adriana Rodriguez

- The 2023-2024 Grizzlycorps Fellow, Liam Bassler, began work on September 18th. Liam will continue the work of previous fellows on Weaverville Community Forest outreach. and support various fuels reduction, forestry, and Fire Safe Council activities.
- The annual Weaverville Community Forest Public Meeting took place on October 11th, with presentations on trails, the Oregon Mountain Harvest, the Weaver Creek Project, and more.
- The BLM harvest on Oregon Mountain is progressing. The District's Forestry Crew is assisting with painting and cruising, and Kenneth Baldwin is under contract for assistance.
- Two field tours were held on the Weaverville Community Forest in September: one on September 13th highlighting the Weaver Creek Project being planned by the Yurok Tribe and Nor Rel Muk Wintu Nation, and one on September 14th to examine the sample marking for the Oregon Mountain harvest. Both were successful, with good discussions between agencies and community members.
- There is still money left for BLM surveys in the WCF NEPA project. We are waiting for BLM to identify/prioritize their next WCF project for us to start utilizing those funds.

5.3 Watershed Coordination – Kayla Meyer, Annyssa Interrante

- **General Update/Future Planning:** Our 2023-2024 Watershed Stewards Program Corps member, Christine Burchinal, started on 10/10/2023 and will be assisting with the Watershed department on fieldwork and other grant-related projects in addition to her requirements with Americorps such as the Wonders of the Watershed (WOW) curriculum and Watershed Awareness Volunteer Event (WAVE).
- **NACD Technical Assistance Funding (499-6300300):** We have hired a new Conservation Planner, Shay Callahan, who is set to start with the District and NRCS on October 23rd and are still awaiting word on 2023 TA Funding.
- **Travis Ranch Riparian Element (486-3300400):** Stillwater's existing conditions report was reviewed, and edits were sent back. Christine will now be assisting with the Species Reports for the document, and Annyssa will continue with her assigned tasks for the Riparian Element.

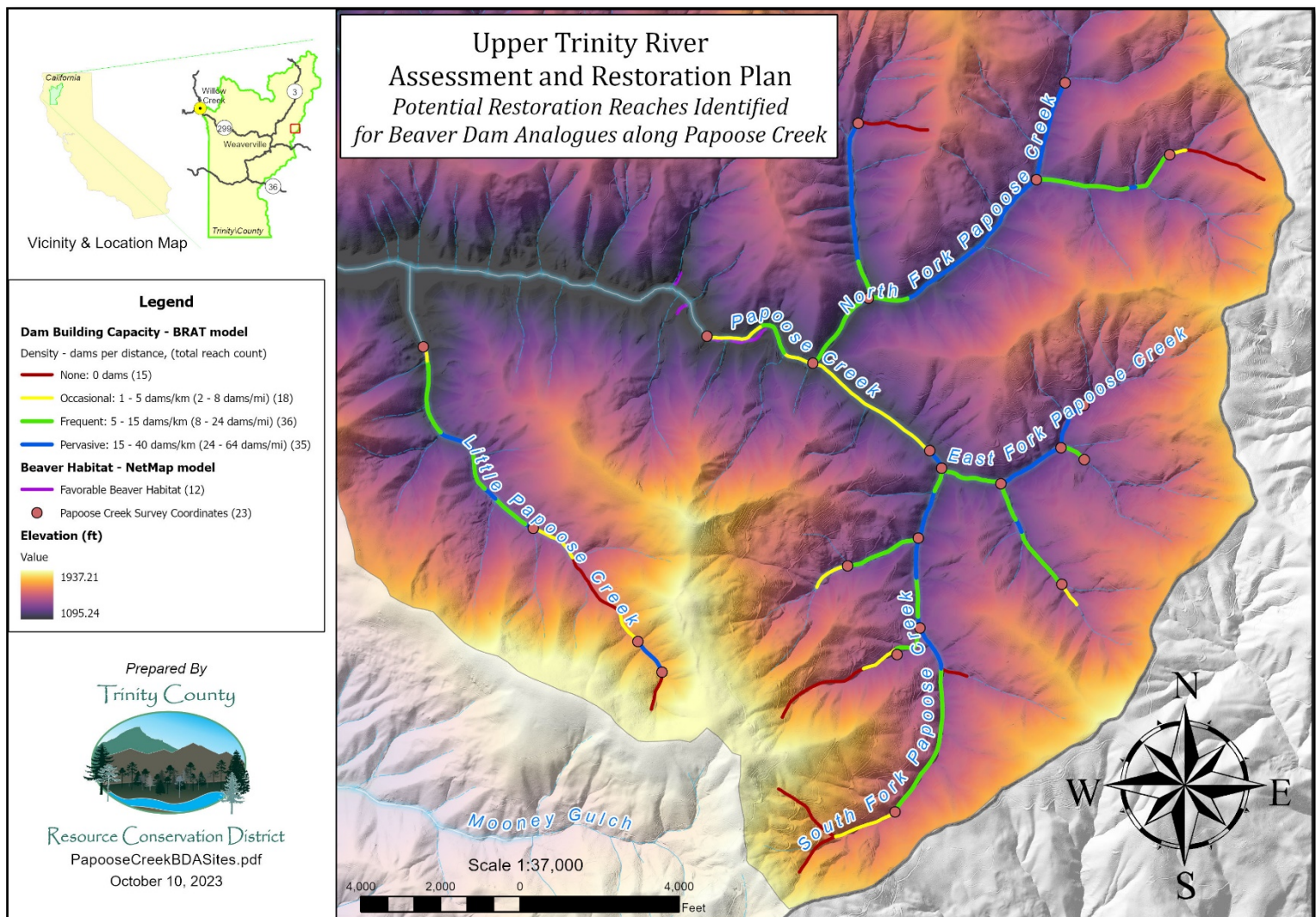
- **USFS STNF Westside Aquatic Support (515-17 - 1703417):** Now that Christine is working with the department, the remainder of the temperature probes and flow monitoring will be removed from the tributaries in the coming weeks. Additionally, Christine and Annyssa will be assisting with fall salmon spawner surveys with USFS.
- **Trinity River Cleanup (492 - 1702400):** The numbers are in! The Trinity River Clean-Up was hosted on September 9th, 2023 from Pigeon Point campground and collected an estimated total of 244 pounds of debris, in addition to a canoe and paddleboat! 18 volunteers from the public attended to clean up trash from the Trinity River, River Access locations, Campgrounds, swimming holes, and along State Route 299 via land and water. This event was hosted by the Trinity County Resource Conservation District, The United States Forest Service, the Bureau of Land Management, and Caltrans, but was made possible by contributions of time by our community and delicious fuel provided by our local businesses. A huge thank you goes out to the Weaverville Holiday Market for breakfast donations, The Straw House Resorts & Café for morning coffee, The Water Bar for post-event drinks and lemonade, and Up North Confectionary for ice cream coupons for participants. Six Rivers Rafting generously provided staff and boats to guide participants down the Trinity River, and Headwaters Adventure and Big 5 Sporting Goods each donated gift certificates to raffle off to volunteers.



(Top Left) Volunteers at the Trinity River Clean-Up. (Top Right) Volunteers moving the paddle boat into the dump trailer. (Bottom Left) Truck load of waste removed from clean up areas. (Bottom Right) Complimentary SWAG provided to volunteers including a custom grocery tote bag.



- Upper Trinity River Watershed Coordinator (464-330300):** Annyssa attended the Making Meadows Matter workshop in Etna, CA hosted by the Scott River Watershed Council to learn more about progressions in the regulatory process for process-based restoration techniques and get hands-on experience building beaver dam analogues (BDAs) in their meadow and stream restoration sites. She has been working on developing a survey protocol to assess areas within the Upper Trinity for process-based restoration opportunities using BDAs by consulting with partners around the North State doing similar work and researching available information. Currently, she has been working with the Beaver Restoration Assessment Tool (BRAT) model, the NetMap model recently acquired from TerrainWorks, and new developments of Justin Garwood’s Mountain Meadow model and Adam Cummings Lost Meadow model to identify areas that are suitable for restoration. Each tributary in the Upper Trinity is being assessed for restoration priority, and a select high-quality sites will soon be field surveyed, with the help of Christine, using the survey protocol Annyssa compiles to field validate the findings. Annyssa had a meeting with Cindy Buxton of WRTC to continue moving forward on the progress of the Upper Trinity River Assessment and Restoration Plan report.



- Trinity River Watershed Council (Annyssa Interrante):** The Trinity River Watershed Council meeting minutes are still in the process of being compiled. The next meeting on December 12th, 2023 will be a presentation of the Upper Trinity Headwaters Assessment by Annyssa and Cindy Buxton of the WRTC.
- USFS Vehicle Abatement on NFS Lands (522-1703600)** – A subcontractor has been hired and the first vehicle (a ~30-foot trailer) and surrounding trash have been removed from Roundy

Rd. on Highway 3 on Shasta-Trinity Forest Land. We are awaiting a list of further vehicles from FS to continue with abatement efforts.

5.4 Weaver Basin Wetlands

- No updates at this time.

5.5 Project Coordinator's Report –Cynthia Tarwater

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

- Shasta-Trinity N.F. – We continued road maintenance work in the Upper Hayfork Creek watershed on approximately 55 miles of road. We also completed work at a large stream crossing in Soldier Creek, where a slide fell into the inlet basin of a large creek, damaged the culvert, and plugged up the pip temporarily; the flows were to high most of the year to address this earlier.
- Shasta-Trinity N.F. – We completed a road decommissioning project near Wildwood with CA OHV Restoration funding. The 30N04A road is in Wilson Creek and was identified for decommissioning in the Gemmill Thin project.
- Shasta-Trinity N.F. – After that decommissioning, we moved immediately to another small decommission in the Weaverville Community Forest; the 34Nj96C is the last road to be decommissioned that was part of a larger group identified in 2007 in the Browns Roads Project.
- Six Rivers N.F. We completed work on access to the Travis Ranch, including an install of 36" at stream crossing with disconnected culvert due to the overtopping of the creek last winter. We addressed several other sites identified by SRNF in the boondocks and started work on the larger project near Three Forks on the 27N34 road that accesses Mad River Ridge.
- Six Rivers N.F. Lightning Complex BAER – This project expires in late October, so we hit this hard with multiple contractors in September. Most work has been completed and we will see how much funding is remaining for additional work in October.
- We will start slowing down with active road projects soon, as the rain will make consistent high-quality work impossible.

Here are some photos of our work in September. This first is a repair at the slide into the inlet basin at large tributary to Soldier Creek.





5.6 Grants Report – Marla Walters

New Projects:

Project Number: 523
Account Number: 6900100
Funder: Trinity County Office of Education
Award Number: N/A
Project Name: TCOE GIS Support Services
Program Manager: Denise Wesley
Start Date: 08/25/2023
End Date: 06/30/2026
Grant Award: \$5,000.00
Overhead: 20%

Project Number: 524
Account Number: 3601400
Funder: Caltrans
Award Number: 02-0222
Project Name: Big French Creek Slide Mitigation
Program Manager: Annie Barbeau
Start Date: 08/31/2023
End Date: 12/31/2026
Grant Award: \$89,390.58
Overhead: 21.05%

Project Number: 525
Account Number: 3601500
Funder: Caltrans
Award Number: 02-0225
Project Name: Hayfork Culvert 2
Program Manager: Annie Barbeau
Start Date: 09/19/2023
End Date: 12/31/2026
Grant Award: \$55,502.49
Overhead: 21.05%

5.8 Botany & Revegetation Projects – Annie Barbeau & Kaety Howard

- **RAC Native Plant Nursery:** Conservation Technicians collected seed of the following species: Lemmon's ceanothus (*Ceanothus lemmonii*), mountain mahogany (*Cercocarpus betuloides*), California coffeeberry (*Frangula californica*), choke cherry (*Prunus virginiana*), beaked hazelnut (*Corylus cornuta*), white-leaf manzanita (*Arctostaphylos viscida*), skunk bush (*Rhus aromatica*), Oregon ash (*Fraxinus latifolia*), honeysuckle (*Lonicera sp.*), Canyon live oak (*Quercus chrysolepis*), yarrow (*Achillea millefolium*), penstemon, and monardella. Nursery stock was fed with liquid kelp meal. Seed monitoring is ongoing for the late summer and fall collection of species needed for upcoming and existing agreements. A table and shade structure were built to accommodate our growing plant inventory. Species transplanted include 418 white alders, 110 cottonwood, and 22 ninebark.

- **RAC Noxious Weeds:** Monitoring occurred at the diffuse knapweed (*Centaurea diffusa*) population located on private property off Weaver Bally Road adjacent to Sydney Gulch. The approximately 500 seedlings that were detected in July were pulled and disposed of. Spanish broom (*Spartium junceum*) located on East Weaver Creek Road was cut at ground level, bagged, and disposed of at the County dump. This population had a risk of spreading onto Forest Service lands and posed a fire risk to residential homes nearby. We plan to revisit and monitor this location next season. A population of giant reed (*Arundo donax*) was removed from a residence on Highway 299. There are only a few known occurrences of this species in Trinity County, making it a high priority for treatment, as eradication from the county could be feasible. This species also has a Cal-IPC (California Invasive Plant Council) rating of high. A portion of the work described in this section was supported by Title III funding.
- **Caltrans Collins Bar:** Removal of irrigation and planting infrastructure such as PVC tubing and plant cages continued for a couple of days. We expect to have all materials removed by the end of September or early October.
- **Caltrans Hayfork Grade Culverts:** The project site was irrigated twice during the month. The access trail on the southern portion was re-routed to allow for an easier and safer path to the plantings.
- **Caltrans Swift Creek Bridge Replacement:** Time was spent maintaining nursery plants for upcoming plantings.
- **Caltrans Ditch Gulch Curve Improvement:** Plantings were irrigated three times in August. Lower temperatures and precipitation allowed for less watering than in prior months. Planting will begin again in September, weather-dependent. Some additional holes were excavated for future plantings. Additional materials such as caging and rebar were brought onsite.
- **Program Development:**
 - ◇ Caltrans Big French Creek Onsite Mitigation – This new agreement with Caltrans, executed on August 1st, will continue mitigation for the Big French Slide. A previous Caltrans contract that our Program implemented comprised an onsite location and three disposal sites. This new contract consists of revegetating an additional onsite area that was impacted by the slide. The project will span approximately two years with a budget of \$89,390.58. Implementation will mainly involve revegetation, irrigation maintenance, vigor monitoring, and weed control.
 - ◇ RAC Proposals – Time has been spent brainstorming and planning for new RAC proposals that are due September 30th. Two proposals are planned: additional funding for noxious weed management in the north county; and additional funding to support the YFR native plant nursery growth and maintenance.

5.9 Fuels Projects – Bethany Llewellyn, Dave Johnson, Adriana Rodriguez

- **Forest Health (FH) Staff News:** The 2023-2024 Grizzlycorps Fellow, Liam Bassler, began work on September 18th. Liam will continue the work of previous fellows on Weaverville Community Forest outreach and support various fuels reduction, forestry, and Fire Safe Council activities. He is currently supporting various field staff to learn the scope of the District's work.
- **Management: 3 Crew: 17 Grizzlycorps: 1**
- **Bureau of Land Management Lewiston Agreement:** Communications occurred between FH staff and new BLM staff. The remaining funds will likely be used for burning assistance this winter or maintenance treatments.

- **Bureau of Land Management Weaverville Community Forest Stewardship:** Additional funds were added to this agreement for support during the Oregon Mountain harvest. The Forestry Crew is assisting with painting for the harvest, and RPF Kenneth Baldwin is under contract for additional assistance.
- **Cal Fire Trinity County Hazardous Fuels Reduction Phase II Grant:** Implementation is underway on the B Bar K area of this project. Landowner buy-in has been high in this area and much of the roadside will be treated.
- **Training and continuing education:** Dave Johnson took a two-day firing boss course to work towards increasing prescribed fire capacity.
- **Cal Fire Forest Health:** Forest Health crews are continuing work on plantations in the Lake Forest area. Work in the Weaver Basin is planned for later in the season. Contractors are also continuing work in the Lake Forest Area. The Watershed Research and Training Center finished the two mastication units under contract in this area.
- **Westside Timber Sale Prep:** The forestry crew is working on initial reconnaissance of plantations for the Big Ranch project with Forest Service partners. This will support a large NEPA planning project next year.
- **Willow Creek Storm Recovery (HC):** Two chipping days in Salyer and Hawkins Bar were completed under this funding.
- **Fee for Service:** Four crew members attended a training cannabis reclamation day with the Integral Ecology Research Center. A Fee for Service contract with Trinity Center VFD for fuels reduction around the Trinity Knolls water tanks is in development.
- **The McConnell Foundation (TMF):** We received approval from CalOES and The McConnell Foundation to continue work on site plans. Site Plan work resumed in the second week of October. The remainder of the project awaits NEPA approval from FEMA.
- **Six Rivers National Forest Road Maintenance Program:** The project description for hazard tree removal was approved by District Ranger Kristen Lark and has moved to specialist review. Archaeology surveys and botanical review have begun.
- **Pacific Gas and Electric Fuels Reduction 2023:** Implementation continues on this project, focused on private land along Mad River and Van Duzen roads. The project will wrap up in October.
- **Middle Trinity Fuels Reduction Phase 1:** We received notice that our \$1.8 million Wildfire Prevention application will be funded. This project includes treatments around Weaverville, Lewiston, and Junction City.

5.10 **Trinity County Fire Safe Council – Bethany Llewellyn & Skylar Fisher**

- **Fall 2023 Community Chipping:** Community Chipping has begun! So far, TCRCD fuel reduction technicians have visited multiple downriver communities to provide free chipping services. We have partnered with the Watershed Research and Training Center, who has been providing chipping to southern communities. There have been roughly 65 applications for community chipping. Skylar Fisher, Fire Safe Council coordinator, has assisted in outreach through creating chipping flyers, posting on social media, and tabling at the Weaverville Farmers' Market. Miles Raymond, Grizzly Corps Fellow turned Education Coordinator, who assists the Fire Safe Council, canvassed the community with community chipping flyers (as well as flyers for the Firewise events discussed below).



- **Firewise Gardening Presentation Series:** October 2023 is Firewise October! There are going to be three Firewise Gardening presentations. On October 19, there will be a presentation at Trailhead Pizza at 6PM, presented by Carol Fall. On October 20 at 4PM at Straw House Café and on October 24 at 6PM at Hawkins Bar VFD, there will be a presentation given by TCRCD Botany Project Coordinator, Kaety Howard. These presentations will discuss fire resilient plant recommendations, best practices for defensible space landscaping, and provide a space for community members to ask questions. To the right is a flyer for the upcoming Firewise Gardening presentations.

- **Firewise Board Formation Meetings:** The Fire Safe Council coordinates 14 Firewise Communities. These communities assist in implementing a 3-year action plan for wildfire risk reduction, creating community events, and providing feedback on fuel reduction projects. A community having a Firewise designation makes it easier to secure grant funding and makes residents eligible for certain Firewise insurance discounts. As part of our Firewise outreach, we are also reaching out to private and public land managers to meet the wildfire risk reduction requirements for Firewise community edibility. At a minimum, each community is required to annually invest the equivalent of one volunteer hour per dwelling unit in wildfire risk reduction actions. To the left is a flyer for the upcoming Firewise Board meetings.

Firewise Board Formation Meeting Schedule	
Burnt Ranch	October 10, 2023 (5:00-5:45 pm)
Hayfork	October 10, 2023 (6:00-6:45 pm)
Haystack	October 12, 2023 (5:00-5:45 pm)
Junction City	October 12, 2023 (6:00-6:45 pm)
Lewisville	October 13, 2023 (5:00-5:45 pm)
Salyer	October 13, 2023 (6:00-6:45 pm)
Post Mountain	October 16, 2023 (5:00-5:45 pm)
Trinity Center	October 16, 2023 (6:00-6:45 pm)
Weaverville	October 17, 2023 (5:00-5:45 pm)
Mad River	October 17, 2023 (6:00-6:45 pm)
Coffee Creek	October 23, 2023 (4:00-4:45 pm)
Big Bar/ Big Flat	October 23, 2023 (5:00-5:45 pm)
Douglas City	November 1, 2023 (5:00-5:45 pm)
Hawkins Bar	November 1, 2023 (6:00-6:45 pm)

Meeting Location
at the TCRCD Conference Room, 50 Horseshoe Ln., Weaverville, CA 96095 and on Zoom at Meeting ID: 828 528 725 Password: 125456

What to Expect

- Review of the community 3-Year Action Plan
- Discuss future community events
- Imagine future fuel reduction projects
- Join your Firewise Board and make your voice heard

All interested community members are encouraged to attend

Contact Miles at mraymond@tcrd.net or 530-623-6004 for more information. Snacks and water provided

community members want in the community. On October 27, The Fire Safe Council will be tabling at the Douglas City Fire Belles' Halloween Bake Sale for the Douglas City VFD. Both of these events are being held to meet the education and outreach requirements for maintaining Post Mountain and Douglas City's Firewise status.

- **Northern CA Regional Meeting of the CA Wildfire & Forest Resilience Task Force:** Skylar Fisher, Bethany Llewelyn, and Liam Bassler ran the Fire Safe Council booth at the Northern CA Regional Wildfire Task Force meeting this year. In addition, they attended the conference panels, including the panel led by Watershed Research and Training Center executive director, Nick Goulette. Kelly



Sheen gave a presentation on Trinity County's wildfire history and TCRC's role in reducing wildfire risk. To the right are Bethany and Kelly engaging the public at the Fire Safe Council booth.

- **County Evacuation Routes:** Denise Wesley finished the first draft of evacuation routes which identified primary through quaternary evacuation routes to be used by emergency managers and responders. Based on feedback received by Trinity County and Cal OES, this tool will be internal. A review period has begun by county staff and local VFDs of the routes, which will conclude on December 15, 2023. No comments have been received so far.



- **Salmon/Harvest Festival:** The Fire Safe Council had a booth at the Salmon/Harvest Festival and shared information about upcoming events, fire safety pamphlets, and handed out free evacuation go-bags. To the left are Salmmy and Salm holding evacuation go-bags.

- **Social Media Recap:** Within the past 28 days (from October 10, 2023), the Fire Safe Council Facebook reached 8,382 accounts, posts received 1,149 separate engagements, and there have been 13 new followers.

- **Trinity County Hazard Mitigation Plan Update:** The Trinity County Hazard Mitigation Plan update has reached a new phase. In mid-September, Skylar Fisher finished the first draft of the document and it is now in review by Trinity

County OES. We are hopeful that a public review will begin before the end of the year. The tagline is currently "2023 Trinity County Hazard Mitigation Plan: Building Partnerships for Resilient Communities." The following summaries were created for each community meeting:

Hayfork Community Meeting:

- Wildfire risk is a large concern
- Desire for Trinity County to work better with the US Forest Service (USFS)
- Better communication and outreach needed with the public

Trinity Center Community Meeting:

- Wildfire risk and loss of communications is a large concern
- Attendees would like to see projects to boost North Lake area communications resiliency
- Wildfire air quality is a large concern
- Better communication and outreach needed with the public

Mad River Community Meeting

- South County has been abandoned by Trinity County (government)
- Many roads are severely unmaintained, with multiple slip outs
- Unmaintained roads impact emergency services
- Excitement to work with USFS to reduce wildfire risk
- Better communication and outreach needed with the public

Weaverville Community Meeting

- Concern on if the plan will be maintained after the update
- The planning team should consider ways to boost resiliency of critical infrastructure
- Better communication and outreach needed with the public

Burnt Ranch Community Meeting

- Concerns regarding funding for hazard mitigation and disaster response and recovery
- Feeling that the further a community is from Weaverville, the less support it receives
- Feeling that there is currently a shift in Trinity County disaster preparedness and management
- Better communication and outreach needed with the public

In addition, the hazard perception survey found that 54.4% of residents have had problems getting homeowner's or renter's insurance due to risks from natural hazards, 72.5% of residents rank their households as being very well, well, or adequately prepared for a hazard event, and 65% of residents find fire departments/rescue and the internet to be the most effective for providing hazard and disaster information, with 62% of residents finding public meetings the most effective source for finding information on hazard and disaster information.

5.11 Young Family Ranch – Amelia Fleitz, Kaety Howard, and Annyssa Interrante

- **Stewardship and Maintenance:**

- Lawn was mowed and watered.
- Fruit trees were watered.
- The children's garden was string-trimmed.
- Blackberries along the southern fence that runs behind the pavilion were cut.

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

- 90- GIS Fee for Service:

Soil survey maps were provided to Kenneth Baldwin.

- 435- Trinity County Department of Transportation (DOT), Planning & Environmental Health (EH):

- ◇ Data Exports & Updates: Land records, were updated and provided to all county partners. This data was also provided to the Yurok Tribe. The supervisorial district boundaries layer was provided to Cal Fire, and address points were provided to a private consultant. Several parcel APN numbers were updated from the old format to the new APN format as part of the quality assurance (QA) process. A few address points were moved onto structures using 2022 NAIP aerial imagery, and (4) roads were moved to their correct locations.
 - ◇ Parcel Viewer: The Parcel Viewer was updated with the newest parcel service and addressing updates.
 - ◇ Lot Line Adjustments (LLA's): Lot line adjustments and acreage verifications were performed for a subdivision in southern Trinity County, per request of the planning department. Multiple parcels were adjusted using section corners and assessor's maps.
 - ◇ Historic Archaeological Districts: Historic archaeological districts were digitized, and this cartographic layout for this project was provided to planning department staff.
 - ◇ Addressing: (2) Address verifications/ assignments were completed per request of the planning department. A driveways database has been added to the base map library to support addressing assignments. Several addresses were moved onto structures using 2022 NAIP Imagery.
- 479- Hazard Mitigation Plan (HMP) Mapping:
Post-landslide hazard and inundation maps were prepared for S. Fisher in support of hazard mitigation mapping efforts.
 - 501- Evacuation Route & Zones Planning: T
 - ◇ This month evacuation zone status updates were provided in support of the Deep, Mule & Sulphr fires, and also for an internet service outage.
 - ◇ I shared usage information about this popular application at the Fire Safe Council (FSC): The average number of requests for evacuation data over the past year is 9,400 views per day, with a total of 3,430,500 views in the past year.
 - ◇ I prepared information for OES on the cost of transferring data to their organization, and still need to follow up on a request from the FSC to review how addresses are searched.
 - ◇ The initial task of assigning evacuation zone numbers and classification to routes based on the type of road and proximity to structures has been completed.

- ◇ A series of evacuation route maps has been printed and will be sent out by Skylar for a 60-day review. After this review, any changes will be incorporated into the route data, and then follow-up analysis will begin.
- 523- Trinity County Office of Education (TCOE):
TCOE is reviewing data sharing policies with their team, and will let me know when they are ready to move forward with this project.
- Outreach & Education:
I began studying for the GIS Professional (GISP) certification exam through the GIS Certification Institute (GISCI), with the Redding Area GIS Users Group (RAGU). We are meeting monthly over the next six months in preparation for this exam. I also reached out to Lewiston, Douglas City, Junction City Elementary schools, and Weaverville High School to share an opportunity for hosting a GIS Day activity, and have received a positive response from Lewiston Elementary School on this so far. I also virtually attended the Board of Supervisors meeting on the General Plan Update.
- Weaver Basin Trail System (WBTS):
(3) maps were provided in support of the RAC Proposal.

5.13 Education and Outreach – Duncan McIntosh

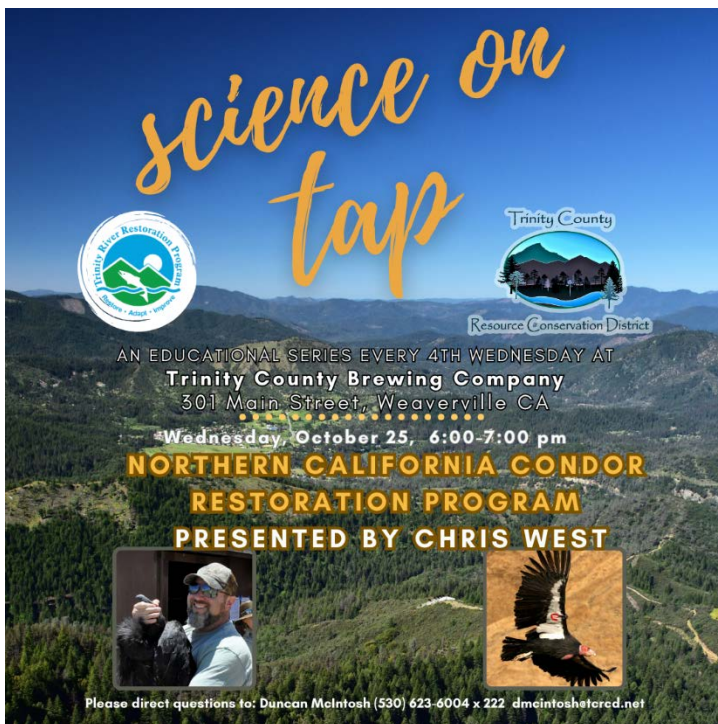
- 477 - Bureau of Reclamation TRRP Outreach & Education:

- ◇ Science on Tap: Our September Science on Tap event featured Lenya Quinn-Davidson's presentation on "Rebuilding a Culture of Fire: People, Policy, and Practice." The event was

held outdoors, made possible by a new projector purchased by the Trinity River Restoration Program (TRRP). The presentation was well-received and attended by roughly 76 people from across the county. For this month's Science on Tap, we're excited to feature Chris West, who will present on the "Northern California Condor Restoration Program."

- ◇ Salmon Meets Harvest Festival: The 2023 Salmon Meets Harvest Festival on October 7 was a resounding success, merging the Trinity River Salmon Festival and the North Fork Grange Harvest Festival to attract over 300 attendees. Sonny Hayward of the Nor-Rel-Muk Wintu nation kicked off the event with a traditional blessing, followed by lively musical performances by Trinity Tribal Drum, Mojito, and Grizzly Roots.

Children were captivated by the giant salmon tent and Super Salmon Mascots, while Turtle Bay Exploration Park's live animal show and the





North Fork Grange's 18th annual chili cook-off. The event was a collaborative celebration enriched by contributions from a diverse array of organizations, vendors, and community members, making for a truly memorable day.

◇ **Environmental Camp:**

Environmental Camp this year was an absolute blast! This was made possible with a collaborative effort between the Trinity County Resource Conservation District and the Watershed Research and Training

Center, with generous Trinity River Restoration Program funding.

This year's program facilitated the 6th graders from Hayfork Elementary School for a day while the 6th-grade students from Weaverville's Trinity Preparatory Academy and the 6th and 7th graders from Junction City and Lewiston joined for an enriching two-day overnight experience. As per tradition, the historic Bar 717 Camp graciously hosted the camp. Over the span of two days, campers were fully engaged in a diverse set of activities led by professionals from local



agencies and organizations. The hands-on experiences included orienteering, fire ecology and fire management, macroinvertebrate analysis, stream flow monitoring, animal track molding, backcountry ethics, and more, creating an immersive and educational adventure into science and nature. Huge gratitude to Cal Fire, Trinity Together, the United States Forest Service, Ascend Wilderness Experience, and the Natural Resource Conservation Service for sending representatives to support this event.

Looking ahead, we plan to include more 6th-grade classes from schools across the county next year, further broadening the impact of this enriching program.

◇ **Trinity River Calendar:** This calendar serves as an award for the top 10 voted photos from the Trinity River

photo competition, which was held at the Trinity River Restoration Program (TRRP) open house this past spring. The calendar has been sent to the printers, and there will be 100 copies available for distribution.

◇ **District Outreach:** The long-awaited Spring Conservation Almanac is now almost ready for printing and distribution. The upcoming Summer Conservation Almanac has completed editing and is in the formatting stage.



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



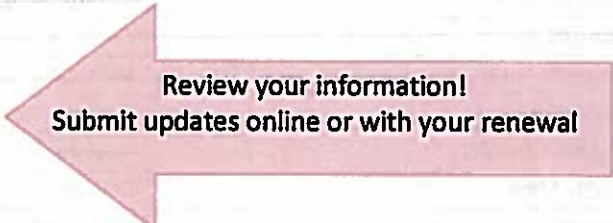
National Association of Conservation Districts

CONSERVATION INVESTMENT

Customer #: 44062

Investment Date: October 1, 2023

Trinity County RCD
PO Box 1450
Weaverville, CA 96093-1450



Phone: 530 - 623-6004
Email: ksheen@tccrd.net
URL: <http://tccrd.net/>
Facebook: <https://www.facebook.com/Trinity-County-RCD-116836491737190/>
Twitter:
Other:

PLEASE UPDATE YOUR MEMBERSHIP NOW!

This is the first invoice for NACD's 2024 fiscal year which runs October 1, 2023 to September 30, 2024. We hope you continue to show your support for your National Association with a Gold-Level membership contribution of \$775. Complete the application form and send with payment to NACD headquarters.

Mark Masters
NACD Secretary/Treasurer

OCT 10 2023

BY:

Conservation Investment FY24 (check one)

Review NACD's member benefits for each contribution level online at www.nacdnet.org

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Platinum (\$3,001 +)	Diamond (\$1,776 - \$3,000)	Gold (\$775 - \$1,775)	Silver (\$501 - \$774)	Bronze (\$101 - \$500)	Contributor (\$1 - \$100)

Amount Paid: _____ Installment _____ of _____ Final Payment

Payment Methods

To Pay Online (with credit card, ACH or PayPal), visit:
<https://nacdnnet.app.neoncrm.com/forms/fy24-membership>



To Pay by Check, mail check and form to:

Check Number: _____

NACD
509 Capitol Court NE
Washington, DC 20002
Fax: 202-547-6450
Email: membership@nacdnnet.org



POLICY TITLE: Investment of District Funds

POLICY NUMBER: 2130

2130.1 Premise:

- a) The State Legislature has declared the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (Government Code (GC) § 53600.6 and § 53630.1); and,
- b) Government Code Sections 53601, et seq., allow the legislative body of a local agency to invest surplus monies not required for the immediate necessities of the local agency; and,
- c) The fiscal officer of a local agency is required to annually prepare and submit a statement of investment policy and such policy, and any changes thereto, is to be considered by the local agency's legislative body at a public meeting (GC § 53646(a)).
- d) For these reasons, and to ensure prudent and responsible management of the public's funds, it is the policy of the District to invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all statutes governing the investment of District funds.

2130.2 Scope:

This investment policy applies to all financial assets of the District. These funds are accounted for in the annual audited financial statements of the District and include:

- a) Demand Accounts
- b) Investments
- c) General Fund
- d) Operation and Maintenance Fund
- e) Enterprise Funds

2130.3 Prudence:

The Board and persons authorized to make investment decisions subject to these policies are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the District. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own



affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in the next issued quarterly treasury report and appropriate action are taken to control adverse developments. When a deviation poses a significant risk to the District's financial position, the Board shall be notified immediately.

2130.4 Objectives:

As specified in GC §53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives of the investment activities, in priority order, shall be:

- a) Safety: Safety of principal is the foremost objective of the investment program. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the whole portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.



POLICY TITLE: Reserve Policy

POLICY NUMBER: 2150

2150.1 Purpose: The District shall maintain reserve funds from existing unrestricted funds as designated by the District's Reserve Policy. This policy establishes the procedure and level of reserve funding to achieve the following specific goals:

- a) Fund replacement and major repairs for the District's physical assets;
- b) Fund regular replacement of computer hardware and software;
- c) Fund designated conservation projects/programs or other special uses not otherwise funded by grants or requiring additional monetary support;
- d) Fund capital improvements; and
- e) Maintain minimal operational sustainability in periods of economic uncertainty.

The District shall account for reserves as required by Governmental Accounting Standards Board Statement No. 54, which distinguishes reserves as among these classes: non-spendable, restricted, committed, assigned and unassigned. The reserves stated by this policy, unless otherwise required by law, contract, or District policy shall be deemed "assigned" reserves.

2150.2 Policy: Use of District Reserves is limited to available "Unrestricted" Funds (not obligated by law, contract or agreement), including donations, interest earned, fees for service, or other non-grant earnings. All special use funds will be designated by formal action of the Board of Directors.

- a) Vehicle Fleet Reserve:

Vehicle Fleet Reserves will accumulate from existing unrestricted funds, at a rate of \$10,000 annually. The maximum amount of Vehicle Fleet Reserves will be \$50,000. When the annual accumulation would increase the Reserve beyond \$50,000, only the amount required to reach the maximum will be reserved.

- b) Technology Reserve:

Technology Reserves will accumulate from existing unrestricted funds at a rate of \$4,000 annually. The maximum amount of Technology Reserves will be \$20,000. When the annual accumulation would increase the Reserve beyond \$20,000, only the amount required to reach the maximum will be reserved.

- c) Designated Project/Special Use Reserve:

Designated Project/Special Use Reserves will accumulate from existing unrestricted funds at a rate of \$10,000 annually. The maximum amount of Designated Project/Special Use Reserve will be \$50,000. When the annual accumulation would increase the Reserve beyond \$50,000, only the amount required to reach the maximum will be reserved.

- d) Capital Improvement Reserve:



Capital Improvements Reserve will accumulate from existing unrestricted funds at a rate of \$25,000 annually. Designated Capital Improvement Funds may be used to cover major facility improvements (construction, installation of new doors or windows, replacing doors and windows, roof replacement, HVAC replacement, alarm system installation, parking lot and outside lighting improvements, etc.). The maximum amount of Capital Improvement Reserves will be \$100,000. When the annual accumulation would increase the Reserve beyond \$100,000, only the amount required to reach the maximum will be reserved.

e) Repair/Operations and Administrative Operations Reserve:

Facility and Administrative Operations Reserves will accumulate from existing unrestricted funds at a rate of \$260,000 annually. The maximum amount of Facility & Administrative Operations Reserves will be \$780,000. When the annual accumulation would increase the Reserve beyond \$780,000 (equivalent of three years of Operations Reserves), only the amount required to reach the maximum will be reserved.

f) Total All Reserve Funds:

The total amount of Reserves designated annually from all funds shall be \$309,000 with a cumulative accrual cap of \$1,000,000.

2150.3 Using Reserve Funds:

a) Vehicle Fleet Reserve:

Vehicle Fleet Reserves will be used exclusively for the purchase of new vehicles to support District operations, or to make major repairs to existing vehicles.

b) Technology Reserve:

Technology Reserves will be used to purchase hardware and software in support of District operations, with the intent of maintaining a modern technology for employees.

c) Designated Project/Special Use Reserve:

Projects, programs or special uses will be identified by the District Manager and/or the Board of Directors and approved by the Board. Uses must further the mission of the District and will be evaluated for designation according to value to the District and the people it serves.

d) Capital Improvements Reserve:

Capital Improvements Reserves shall be limited to costs related to making changes to improve capital assets, increase their useful life, or add to the value of these assets.

e) Operations/Repair & Administrative Operations Reserve:

Operational Reserves shall be accrued to ensure three years of minimal facility and administrative functions, at a rate of \$260,000. Reserve funds shall be utilized to support:

- 1) Administrative operational functions, including minimal staffing levels and administrative/office expenses;



- 2) Facility operations;
- 3) Facility repairs (distinguished from Capital Improvements and may include painting, caulking of seams, roof repairs, HVAC repairs, patching of walls, etc.).

2150.4 Monitoring Reserve Levels: The District Manager, in collaboration with the Fiscal Manager, shall perform a reserve status analysis annually, to be provided to the Board of Directors' annual deliberation/approval of Budget and Reserve Funds.

Additional information may be provided to the Board of Directors upon the occurrence of the following events:

- a) When a major change in conditions threatens the reserve levels established by this policy or calls into question the effectiveness of this policy;
- b) Upon District Manager and/or Board request.