



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

November 15, 2023 * 5:30 PM

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

(Zoom/Call-in): None

Board Members Absent: None

Associate Board Members Present: None

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

Other District Staff: (Attended through Zoom) None

Other Agency Staff: (Attended through Zoom) None

Guests: None

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

2.0 Discuss and Approve Agenda

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

3.0 Discuss and Approve Meeting Minutes

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

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

4.0 Financial Reports

4.1 Discuss Updated September Monthly Financial Report

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

4.2 Discuss October Monthly Financial Report

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



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

4.3 Discuss and Approve List of Warrants for October 2023

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

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

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

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

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

5.0 Projects Report

The Projects Report was reviewed and discussed.

6.0 NRCS Report

No report.

7.0 Trinity Collaborative Report

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

- Minersville boat ramp
- Trails
- Wildfire cameras

8.0 Report from Cynthia Tarwater, Roads and Recreation Manager

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

9.0 Discuss/Take Action on Updated District Reserves Policy



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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

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

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

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

11.0 Discuss/Take Action on Strategic Plan

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

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

12.0 Board Reports/Correspondence

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

13.0 District Manager’s Report

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

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

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

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

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

15.0 Adjourn

Adjourned at 8:20 p.m.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Approved and adopted this 20~~th~~ day of December, 2023. I, the undersigned, hereby certify that the Minutes of November 15, 2023 were duly adopted by the following vote of the Board of Directors.



(Secretary Signature)