



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

September 18, 2024 * 5:30 PM

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

Board Members Present via Zoom: None

Board Members Absent: None

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

District Staff Present via Zoom: None

Other Agency Staff: None

Guests:

1.0 Call to Order: The meeting was called to order at 5:33 PM by M. Rourke.

2.0 Discuss/Take Action on Approval of Agenda

K. Sheen requested that Items 9 and 10 be switched, for September 18 and going forward.

MSC: Grigsby/Ritz to approve the Agenda.

The motion passed unanimously.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes of August 21, 2024

M. Grigsby noted a correction: that John Ritz was present at the 8/21 meeting. With that correction:

MSC: J. Ritz/K. Collard to approve Minutes.

The motion passed unanimously.

3.2 Discuss and Approve Minutes of August 28, 2024

MSC: Grigsby/Brown to approve Minutes.

The motion passed unanimously.



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4.0 Financial Report

4.1 Discuss Updated July Monthly Financial Report

J. Caldwell stated that K. Meyer had successfully requested some reimbursement of a camp counselor's salary from The Watershed Research and Training Center. She also noted there is still some invoicing to do. CAL FIRE is requiring that advances be placed in an interest bearing account; we have put it in the money market. Caldwell also now must track and note the amount of interest earned in the invoices.

4.2 Discuss August Monthly Financial Report

Caldwell noted that NFWF and CalTrans invoicing still needs to be done. However, FY 23-24 will still likely be in the black. K. Sheen stated that although we thought our NICRA would be 14.41%, it will likely be 14.85%, which will increase revenues.

4.3 Discuss/Approve List of Warrants for August 2024

Caldwell noted that for C. Tarwater's new CalTrans project, she was able to set up ACH payments. She hopes they will allow the other CalTrans projects to be handled similarly.

MSC: Collard/Ritz to approve the Warrants in the amount of \$748,850.67.

The motion passed unanimously.

5.0 Projects Report

The Projects Report was reviewed. Questions: When will the dive data be available? Also, some grants did not have dollar amounts. K. Sheen will look into these items. The staff was thanked for the report.

6.0 NRCS Report

C. Cole was not present but submitted his report:

The Weaverville field office has fully obligated all of its contracts, the last administrative steps to finalize participants' contracts. We are now continuing to work with active contracts and begin the planning process for new participants. The deadline for new applications for our EQIP program will be in early November so if folks might be interested in our programs they will need to get an application in to us in the next month or so. We always accept applications but if this date is not met they will not be able to get a project funded in fiscal year 25 unless they have another sign-up date.



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7.0 Trinity Collaborative Report

K. Sheen reported:

A letter from the Collaborative has been submitted to the Board of Supervisors, seeking support for a request about simplifying the appointment of RAC committee members, which is presently very tedious and can take up to two years to fill seats.

A field trip had to be postponed, but several remain scheduled: Junction City, Big Ranch, Hayfork/Pilot, and the Weaverville fuel break.

The Rec Committee met. The RCD will be serving as the lead agency on the CEQA for the Minersville boat ramp project.

Friday will be a meeting of the full Collaborative.

8.0 Board Reports/Correspondence

M. Grigsby described the funding request by the 5C's Council for the Odd Fellow's Road repairs. K. Sheen noted that the RCD may be involved with the CEQA for that project.

9.0 Assistant District Manager's Report

K. Meyer announced that she will be on Family Leave beginning 9/23 and returning in early November.

She has been working on proposals for the Farmer's Market. She also has been working with C. Cole on the NACD funding for a new planner. She described some of the difficulties in the recruitment and retention of NRCS staff.

10.0 District Manager's Report

K. Sheen discussed the status of three positions: 1. A Fire Safe Council Project Coordinator; 2. Watershed Program Manager, and 3. Environmental Compliance Program Manager (filled recently by Dylan Kirkley).

Staff meetings are back to once per month. Other standing monthly meetings are the Management Team meeting and the new Fiscal Team meeting.

K. Sheen is working on having N. Goulette and a board member from the WRTC attend one of our board meetings.



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There will be a celebration of the new land acquisition by the Pacific Forest Trust (nearly 11,000 acres in the Trinity Headwaters of the north county). The celebration will take place in Mt. Shasta.

11.0 Closed Session: Government Code § 54957(b)

The board went into Closed Session at 6:40 p.m.

The board came out of Closed Session at 7:20 p.m.

Nothing to report.

12.0 Adjourn

The meeting was adjourned at 7:22 PM.

Approved and adopted this ___ day of October, 2024. I, the undersigned, hereby certify that the Minutes of the Meeting of September 18, 2024, were duly adopted by the following vote of the Board of Directors.

(Secretary Signature)