

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

February 15, 2023

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.

Board of Directors Meeting

Agenda

February 15, 2023

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

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 January 18, 2022 Regular Meeting
- 4.0 Financial Report
 - 4.1 Discuss Updated December Monthly Financial Report
 - 4.2 Discuss January Monthly Financial Report
 - 4.3 Discuss/Approve List of Warrants for January, 2023
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Trinity Collaborative Report
- 8.0 Discuss/Take Action on a Letter from the Board Requesting Supplemental Covid Relief Funding from the County
- 9.0 Discuss/Take Action on Providing a Director and Alternate for the Northwest California RC&D Council
- 10.0 Discuss/Take Action on the Adoption of the California Environmental Quality Act Exemption for Trinity Resource Advisory Committee-Suzy Q Invasive Removal Project under Section 15304; Minor Alterations to Land
 - 10.1 CEQA Cheat Sheet
 - 10.2 Notice of Exemption
 - 10.3 Environmental Review Report
- 11.0 Public Comment
- 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

January 18, 2023 * 5:30 PM

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

(Zoom/Call-in): Josh Brown

Board Members Absent: None

Associate Board Members Present: None

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

Other District Staff: (Attended through Zoom) Amelia Fleitz

Other Agency Staff: (Attended through Zoom) 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 –Grigsby/Ritz to approve the Agenda.

Roll Call Vote: Rourke, Aye; Grigsby, Aye; Collard, Aye; Ritz, Aye; Brown, Aye

Ayes: 5, Noes: 0, Absent: 0, Abstain: 0

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for December 14, 2022 Regular Meeting

MSC -Collard/Grigsby to approve Minutes from December 14, 2022 Regular Meeting.

Roll Call Vote: Rourke, Aye; Grigsby, Aye; Collard, Aye; Ritz, Aye; Brown, Aye

Ayes: 5, Noes: 0, Absent: 0, Abstain: 0

4.0 Financial Reports

4.1 Discuss Updated October Monthly Financial Report

Caldwell stated they are now accruing money for audits through GL code 2100. The October balance sheet showed the truck was paid off with a balance of \$1.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

4.2 Discuss November Monthly Financial Report

Caldwell said this is the first and only look at these financials as she was unavailable last month. It shows an \$11,000 loss for the month with \$6,000 year-to-date. The line of credit has been paid off. There will be adjustments made to the interest and she will make a journal entry to show a balance of \$0.

4.3 Discuss December Monthly Financial Report

Caldwell said a loss of \$73,000 shows. They are still invoicing. There was \$20,000 invoiced since Friday when the financials were produced. They are now at a \$53,000 loss. They will continue to invoice and that number will go down.

4.4 Discuss and Approve List of Warrants for November, 2022

MSC –Grigsby/Collard to approve the list of warrants for November in the amount of \$995,880.98.

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

4.5 Discuss and Approve List of Warrants for December, 2022

MSC –Collard/Grigsby to approve the list of warrants for December, 2022 in the amount of \$446,980.95.

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

4.6 Discuss and Approve 2022-2023 2nd Quarter Budget Revision

Sheen said project 452 went down. Cynthia was just too busy and couldn't get it done. Project 490 has been anticipated for a year it has yet to make it to grants and agreements. It is not an active account yet. There was \$200,000 received from the county for Covid relief funds. They will try for the rest later.

MSC –Grigsby/Collard to approve the 2nd Quarter Budget Revision in the amount of \$5,978,260.

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



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

5.0 Revegetation Program Presentation by Annie Barbeau

Annie Barbeau Program Manager of the Revegetation department gave a presentation about her department. She provided a PowerPoint presentation on the projects her department had worked on throughout the year and described the locations and types of plantings complete with pictures.

6.0 Projects Report

Director Grigsby asked about the Visa application and if we will fly the position again if Daniel Rooplal is not selected. Sheen said yes.

7.0 NRCS Report

There was no report.

8.0 Trinity Collaborative Report

Sheen reported Rec Committee meeting was last Friday. It was a transition meeting from Pat Frost as the facilitator to Jim Spear. Spear will run the Full TCCG Meeting this Friday. Director Grigsby requested she is added to the TCCG email list.

9.0 Review of Reordering of Section 4000 of Policy Handbook

MSC -Collard/Ritz to Approve the reordering of Section 4000 of the Policy Handbook.

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

10.0 Discuss and Take Action on Policy Revisions

MSC -Grigsby/Collard to accept the changes to Policy 4100 Duties of the Board Chair; Policy 4105 Duties of the Board Secretary; and 4120 Committees of the Board of Directors.

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

11.0 Discuss/Take Action on the Adoption of the California Environmental Quality Act Exemption for Little Browns section of Trinity County Hazardous Fuels Reduction Project Phase 2 under Section 15304 Class 4: Minor Alternations to Land

Sheen explained the report is for CEQA only. It is for the CalFire grant. It will be more extensive than the McConnell. The Director's requested a cheat sheet for the levels of CEQA.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MSC – Grigsby/Ritz to accept the Environmental Review Report and Notice of Exemption.

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

12.0 Discuss Increased Auditor's Fees

Auditor Ricciardi is proposing a fee increase from \$17,000 (proposed November 2021) to \$28,965 (proposed December 2022). Sheen said it is a two-piece audit. There is a Single Audit and a Federal Audit. The RFP took seven months last time, it was only supposed to be two. Director Rourke said he thought it would cost less as they didn't have to travel. Caldwell said she does not want to have to start all over with another auditor. Director Rourke and Director Grigsby wanted to see if they would honor the original bid. Sheen said he would also check with Fecter the other company that had bid. The Board advised they need an agreement for services with the price listed.

13.0 Public Comment

There were no public comments.

14.0 Board Reports and Correspondence

No Board Reports.

15.0 District Manager's Report

Sheen reported they have the option to take on and manage the Weaverville Farmer's Market. They are just having meetings and exploring different options. They would need a grant to get it started.

The County approved the Covid Relief Funds in the amount of \$200,000. Harris recused herself as she was a Director when the letter was signed requesting the funds. They will draft a new letter asking for the remaining funds. There is a new pot of money, the County received from the Local Assistance and Tribal Consistency Fund.

Sheen received a cold call from the sister of a deceased landowner by the name of Sandra Fleming informing him that a house on 8-acre parcel on Steel bridge Rd was left in a will to the Trinity County Resource Conservation District.

Sheen wanted clarification on writing letters of support. The Board determined Sheen can write letters of support but must inform the board when doing so.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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

MSC -Collard/Grisby to move into Closed Session at 9:22 PM.

Nothing to report.

MSC -Ritz/Grigsby to Move out of Closed Session at 9:42

17.0 Adjourn

Adjourned at 9:42 PM

Approved and adopted the day of February 15, 2023, I, the undersigned, hereby certify that the Minutes January 18, 2023 was duly adopted by the following vote of the Board of Directors.

(Secretary Signature)

Trinity County Resource Conservation District
Statement of Revenues and Expenditures - Income Statement - Board Meeting
From 12/1/2022 Through 12/31/2022

		<u>Initial Report</u>	<u>Updated Report</u>	<u>Updated Year Actual</u>
Revenues				
Grant & contract revenue	4000	118,776.05	181,009.67	2,542,812.63
Fee for service revenue	4100	599.45	599.45	2,599.45
Contributions revenue	4200	2,648.00	2,648.00	5,648.00
Dues revenue	4300	200.00	200.00	200.00
Registration revenue	4350	0.00	0.00	200.00
Rental income - facilities	4400	0.00	300.00	1,800.00
Sales revenue - taxable	4500	13.99	13.99	2,054.32
Other revenue	4800	0.00	0.00	120.34
Vehicle & equipment use fee revenue	4900	<u>3,809.40</u>	<u>3,809.40</u>	<u>64,609.60</u>
Total Revenues		<u>126,046.89</u>	<u>188,580.51</u>	<u>2,620,044.34</u>
Salaries & benefits				
Salaries				
Salaries & wages	5000	111,870.92	111,870.92	871,072.66
Pay in lieu of health insurance	5020	600.00	600.00	7,374.16
Wireless phone stipend	5030	<u>950.00</u>	<u>950.00</u>	<u>5,850.00</u>
Total Salaries		113,420.92	113,420.92	884,296.82
Benefits				
Payroll tax expense	5100	13,928.95	13,928.95	81,477.91
Paid time off expense	5200	9,787.73	9,787.73	79,470.76
Covid sick leave expense	5205	0.00	0.00	10,326.54
Deferred compensation expense	5300	1,350.00	1,350.00	9,050.00
Health insurance expense	5400	23,397.33	23,397.33	127,141.30
Air medical expense	5450	0.00	0.00	150.00
Dental insurance expense	5500	1,404.20	1,404.20	10,764.34
Vision insurance expense	5550	259.08	259.08	1,706.88
Workers' compensation expense	5600	<u>4,297.32</u>	<u>4,297.32</u>	<u>43,854.56</u>
Total Benefits		<u>54,424.61</u>	<u>54,424.61</u>	<u>363,942.29</u>
Total Salaries & benefits		<u>167,845.53</u>	<u>167,845.53</u>	<u>1,248,239.11</u>
Travel expenses				
Conferences/training/professional development	5800	586.76	586.76	5,443.28
Meals expense	5820	164.21	164.21	1,771.96
Mileage expense	5860	2,249.40	2,249.40	33,043.19
Travel expense	5880	<u>2,835.38</u>	<u>2,835.38</u>	<u>26,278.29</u>
Total Travel expenses		<u>5,835.75</u>	<u>5,835.75</u>	<u>66,536.72</u>
Contract expenses				
Contract services - field	7150	0.00	22,595.11	764,531.57
Contract services - professional	7180	<u>3,964.31</u>	<u>6,549.81</u>	<u>85,976.37</u>
Total Contract expenses		<u>3,964.31</u>	<u>29,144.92</u>	<u>850,507.94</u>
Operating expenses				
Accounting & auditing fees	7000	0.00	0.00	16,835.00
Advertising	7030	531.86	531.86	9,848.14
Bank fees/services charges	7060	33.25	33.25	182.17
Board expense	7090	256.85	256.85	448.69
Capital outlay	7100	0.00	0.00	80,703.62
Computer expense	7120	198.16	198.16	5,797.31
Computer software/licensing	7130	373.32	373.32	2,523.08
Dues/subscriptions/publications	7240	400.00	400.00	9,207.00
Equipment rent or usage expense	7270	470.00	470.00	107,590.27

Trinity County Resource Conservation District
Statement of Revenues and Expenditures - Income Statement - Board Meeting
From 12/1/2022 Through 12/31/2022

Field equipment expense	7300	5,392.30	5,850.08	51,317.22
Field materials expense	7310	4,900.12	6,712.64	47,691.70
Field small tool expense	7320	0.00	0.00	217.30
Finance charges	7330	0.00	0.00	104.40
Insurance - liability, property, D&O	7390	0.00	0.00	47,427.09
Interest expense	7420	221.22	629.29	6,957.83
Internet service expense	7430	290.98	290.98	1,418.92
Janitorial expense	7450	0.00	472.50	3,774.64
Licenses/permits/taxes/fees	7510	40.00	80.00	2,186.84
Office supplies	7540	308.82	308.82	5,148.78
Other outside services	7570	0.00	0.00	2,993.60
Postage & shipping	7630	814.85	814.85	1,834.23
Printing & publishing	7660	211.58	211.58	15,322.55
Public education	7690	0.00	0.00	10,055.89
Rent expense	7720	3,090.00	3,340.00	20,100.00
Repairs & maintenance	7750	0.00	0.00	671.13
Telephone expense	7780	553.98	553.98	2,792.55
Utilities	7870	1,318.94	1,318.94	6,673.24
Vehicle fuel	7900	388.87	957.10	24,910.76
Vehicle maintenance & fees	7930	875.73	875.73	4,839.58
Vehicle rent or usage expense	7940	<u>1,375.00</u>	<u>1,375.00</u>	<u>13,875.00</u>
Total Operating expenses		<u>22,045.83</u>	<u>26,054.93</u>	<u>503,448.53</u>
Total direct expenditures		<u>199,691.42</u>	<u>228,881.13</u>	<u>2,668,732.30</u>
Total expenditures		<u>199,691.42</u>	<u>228,881.13</u>	<u>2,668,732.30</u>
Net income		<u>(73,644.53)</u>	<u>(40,300.62)</u>	<u>(48,687.96)</u>

Trinity County Resource Conservation District
Balance Sheet - Unposted Transactions Included In Report
As of 12/31/2022

		<u>Initial Period Balance</u>	<u>Updated Balance</u>
Assets			
Current Assets			
Cash & Cash Equivalents			
CIB - Tri #369124284 Main acct	1010	195,999.01	185,717.51
Petty cash	1050	<u>250.00</u>	<u>250.00</u>
Total Cash & Cash Equivalents		196,249.01	185,967.51
Accounts Receivable			
Accounts Receivable	1425	583,466.28	699,183.24
Employee receivable	1455	(410.00)	(410.00)
Total Accounts Receivable		<u>583,056.28</u>	<u>698,773.24</u>
Total Current Assets		779,305.29	884,740.75
Long-term Assets			
Property & Equipment			
Furniture & equipment	1900	198,665.28	198,665.28
Vehicles	1910	415,597.57	415,597.57
Accumulated depreciation	1990	(358,338.89)	(358,338.89)
Total Property & Equipment		<u>255,923.96</u>	<u>255,923.96</u>
Total Long-term Assets		<u>255,923.96</u>	<u>255,923.96</u>
Total Assets		<u>1,035,229.25</u>	<u>1,140,664.71</u>
Liabilities			
Short-term Liabilities			
Accounts Payable			
Accounts payable	2000	65,331.62	252,256.49
Accrued allowance for audit	2100	8,300.00	8,300.00
Accrued payroll	2150	37,777.57	37,777.57
Federal W/H payable	2200	4,658.51	4,658.51
Social security payable	2210	6,247.22	6,247.22
Medicare payable	2220	1,461.04	1,461.04
State W/H payable	2230	1,632.38	1,632.38
SDI W/H payable	2240	453.42	453.42
State unemployment payable	2250	3,082.38	3,082.38
Deferred compensation deductions	2300	1,925.00	1,925.00
Health insurance premiums deductions	2310	43.17	43.17
Dental insurance premiums deductions	2320	1,005.66	66.62
Vision insurance premiums deductions	2325	150.27	14.73
TCRCD scholarship fund P/R deduction	2350	2,027.84	2,027.84
Friends of TCRCD P/R deduction	2351	1,109.09	1,109.09
Young Family Ranch P/R deduction	2352	467.32	467.32
Accrued paid time off payable	2400	52,247.33	52,247.33
Accrued deferred compensation match	2450	600.00	600.00
Accrued health insurance payable	2460	479.50	889.22
Accrued dental insurance payable	2470	2,854.05	86.95
Accrued vision insurance payable	2475	525.78	15.24
Accrued workers' comp premiums payable	2480	(15,256.19)	(15,256.19)
Sales tax payable	2500	<u>148.93</u>	<u>148.93</u>
Total Accounts Payable		177,271.89	360,254.26
Deferred Revenue			
Deferred revenue - refundable advances	2700	<u>703,977.76</u>	<u>601,918.93</u>

Trinity County Resource Conservation District
Balance Sheet - Unposted Transactions Included In Report
As of 12/31/2022

Total Deferred Revenue		<u>703,977.76</u>	<u>601,918.93</u>
Total Short-term Liabilities		881,249.65	962,173.19
Long-term Liabilities			
Notes Payable			
Note payable - TCB Line of credit	2600	(192.68)	(192.68)
Note - Ford Credit 6283	2610	1.97	1.97
Note - Ford Credit 8746	2611	42,983.19	42,338.74
Note - Ford Credit 7811	2612	30,586.00	30,144.37
Note - Ally Auto 6167	2620	8,155.09	8,155.09
Note - Ally Auto 4916	2621	14,881.67	14,881.67
Note - Ally Auto 0890	2622	<u>20,099.31</u>	<u>20,099.31</u>
Total Notes Payable		<u>116,514.55</u>	<u>115,428.47</u>
Total Long-term Liabilities		<u>116,514.55</u>	<u>115,428.47</u>
Total Liabilities		<u>997,764.20</u>	<u>1,077,601.66</u>
Net Assets			
Beginning net assets			
Net assets - temporarily restricted	3000	(454,144.76)	(454,144.76)
Net assets - unrestricted	3100	309,971.81	309,971.81
Investments in capital assets	3200	<u>255,923.96</u>	<u>255,923.96</u>
Total Beginning net assets		111,751.01	111,751.01
Current YTD net income			
		(74,285.96)	(48,687.96)
Total Current YTD net income		(74,285.96)	(48,687.96)
Total Net Assets		<u>37,465.05</u>	<u>63,063.05</u>
Total Liabilities and Net Assets		<u>1,035,229.25</u>	<u>1,140,664.71</u>

Trinity County Resource Conservation District
Statement of Revenues and Expenditures - Income Statement - Board Meeting
From 1/1/2023 Through 1/31/2023

		<u>Initial Period Report</u>	<u>Initial Year Actual</u>
Revenues			
Grant & contract revenue	4000	143,306.56	2,686,119.19
Fee for service revenue	4100	0.00	2,599.45
Contributions revenue	4200	0.00	5,648.00
Dues revenue	4300	600.00	800.00
Registration revenue	4350	0.00	200.00
Rental income - facilities	4400	300.00	2,100.00
Sales revenue - taxable	4500	27.97	2,082.29
Other revenue	4800	0.00	120.34
Vehicle & equipment use fee revenue	4900	<u>1,593.56</u>	<u>66,203.16</u>
Total Revenues		<u>145,828.09</u>	<u>2,765,872.43</u>
Salaries & benefits			
Salaries			
Salaries & wages	5000	102,225.61	973,298.27
Pay in lieu of health insurance	5020	1,200.00	8,574.16
Wireless phone stipend	5030	<u>900.00</u>	<u>6,750.00</u>
Total Salaries		104,325.61	988,622.43
Benefits			
Payroll tax expense	5100	13,624.18	95,102.09
Paid time off expense	5200	8,632.66	88,103.42
Covid sick leave expense	5205	0.00	10,326.54
Deferred compensation expense	5300	1,250.00	10,300.00
Health insurance expense	5400	13,039.87	140,181.17
Air medical expense	5450	0.00	150.00
Dental insurance expense	5500	820.00	11,584.34
Vision insurance expense	5550	152.40	1,859.28
Workers' compensation expense	5600	<u>1,688.69</u>	<u>45,543.25</u>
Total Benefits		<u>39,207.80</u>	<u>403,150.09</u>
Total Salaries & benefits		<u>143,533.41</u>	<u>1,391,772.52</u>
Travel expenses			
Conferences/training/professional development	5800	240.00	5,683.28
Meals expense	5820	0.00	1,771.96
Mileage expense	5860	868.56	33,911.75
Travel expense	5880	<u>0.00</u>	<u>26,278.29</u>
Total Travel expenses		<u>1,108.56</u>	<u>67,645.28</u>
Contract expenses			
Contract services - field	7150	3,100.00	767,631.57
Contract services - professional	7180	<u>6,100.00</u>	<u>92,076.37</u>
Total Contract expenses		<u>9,200.00</u>	<u>859,707.94</u>
Operating expenses			
Accounting & auditing fees	7000	0.00	16,835.00
Advertising	7030	760.09	10,608.23
Bank fees/services charges	7060	37.50	219.67
Board expense	7090	0.00	448.69
Capital outlay	7100	0.00	80,703.62
Computer expense	7120	345.57	6,142.88
Computer software/licensing	7130	413.99	2,937.07
Dues/subscriptions/publications	7240	338.00	9,545.00
Equipment rent or usage expense	7270	65.00	107,655.27

Trinity County Resource Conservation District
Statement of Revenues and Expenditures - Income Statement - Board Meeting
From 1/1/2023 Through 1/31/2023

Field equipment expense	7300	4,728.07	56,045.29
Field materials expense	7310	4,223.08	51,914.78
Field small tool expense	7320	0.00	217.30
Finance charges	7330	16.54	120.94
Insurance - liability, property, D&O	7390	0.00	47,427.09
Interest expense	7420	633.75	7,591.58
Internet service expense	7430	141.42	1,560.34
Janitorial expense	7450	964.36	4,739.00
Licenses/permits/taxes/fees	7510	39.95	2,226.79
Office supplies	7540	969.09	6,117.87
Other outside services	7570	500.00	3,493.60
Postage & shipping	7630	6.40	1,840.63
Printing & publishing	7660	(169.00)	15,153.55
Public education	7690	750.00	10,805.89
Rent expense	7720	3,300.00	23,400.00
Repairs & maintenance	7750	498.52	1,169.65
Telephone expense	7780	663.78	3,456.33
Utilities	7870	1,186.15	7,859.39
Vehicle fuel	7900	0.00	24,910.76
Vehicle maintenance & fees	7930	18.88	4,858.46
Vehicle rent or usage expense	7940	660.00	14,535.00
Total Operating expenses		<u>21,091.14</u>	<u>524,539.67</u>
Total direct expenditures		<u>174,933.11</u>	<u>2,843,665.41</u>
Total expenditures		<u>174,933.11</u>	<u>2,843,665.41</u>
Net income		<u>(29,105.02)</u>	<u>(77,792.98)</u>

Trinity County Resource Conservation District
Balance Sheet - Unposted Transactions Included In Report
As of 1/31/2023

		Initial Report
Assets		
Current Assets		
Cash & Cash Equivalents		
CIB - Tri #369124284 Main acct	1010	338,605.35
Petty cash	1050	<u>250.00</u>
Total Cash & Cash Equivalents		338,855.35
Accounts Receivable		
Accounts Receivable	1425	528,658.11
Employee receivable	1455	(410.00)
Total Accounts Receivable		<u>528,248.11</u>
Total Current Assets		867,103.46
Long-term Assets		
Property & Equipment		
Furniture & equipment	1900	198,665.28
Vehicles	1910	415,597.57
Accumulated depreciation	1990	(358,338.89)
Total Property & Equipment		<u>255,923.96</u>
Total Long-term Assets		<u>255,923.96</u>
Total Assets		<u>1,123,027.42</u>
Liabilities		
Short-term Liabilities		
Accounts Payable		
Accounts payable	2000	253,747.85
Accrued allowance for audit	2100	8,300.00
Accrued payroll	2150	49,013.04
Federal W/H payable	2200	5,522.58
Social security payable	2210	7,942.02
Medicare payable	2220	1,857.38
State W/H payable	2230	1,974.76
SDI W/H payable	2240	576.44
State unemployment payable	2250	2,339.91
Deferred compensation deductions	2300	1,975.00
Health insurance premiums deductions	2310	(506.25)
Dental insurance premiums deductions	2320	50.21
Vision insurance premiums deductions	2325	3.93
TCRCD scholarship fund P/R deduction	2350	2,129.52
Friends of TCRCD P/R deduction	2351	1,150.77
Young Family Ranch P/R deduction	2352	483.96
Accrued paid time off payable	2400	51,370.92
Accrued deferred compensation match	2450	650.00
Accrued health insurance payable	2460	(7,175.86)
Accrued dental insurance payable	2470	5.17
Accrued workers' comp premiums payable	2480	(13,567.50)
Sales tax payable	2500	<u>150.96</u>
Total Accounts Payable		367,994.81
Deferred Revenue		
Deferred revenue - refundable advances	2700	<u>608,757.51</u>
Total Deferred Revenue		<u>608,757.51</u>

Trinity County Resource Conservation District
Balance Sheet - Unposted Transactions Included In Report
As of 1/31/2023

Total Short-term Liabilities		976,752.32
Long-term Liabilities		
Notes Payable		
Note payable - TCB Line of credit	2600	(192.68)
Note - Ford Credit 6283	2610	1.97
Note - Ford Credit 8746	2611	41,698.56
Note - Ford Credit 7811	2612	29,705.84
Note - Ally Auto 6167	2620	7,486.00
Note - Ally Auto 4916	2621	14,301.04
Note - Ally Auto 0890	2622	<u>19,316.34</u>
Total Notes Payable		<u>112,317.07</u>
Total Long-term Liabilities		<u>112,317.07</u>
Total Liabilities		<u>1,089,069.39</u>
Net Assets		
Beginning net assets		
Net assets - temporarily restricted	3000	(454,144.76)
Net assets - unrestricted	3100	309,971.81
Investments in capital assets	3200	<u>255,923.96</u>
Total Beginning net assets		111,751.01
Current YTD net income		
		(77,792.98)
Total Current YTD net income		(77,792.98)
Total Net Assets		<u>33,958.03</u>
Total Liabilities and Net Assets		<u>1,123,027.42</u>

Trinity County Resource Conservation District
 Check/Voucher Register - Check Register for Board of Directors
 From 1/1/2023 Through 1/31/2023

Check No.	Date	Vendor Name	Check Amount	Transaction Description
1752	1/5/2023	Ann M. Barbeau	2,115.58	Employee: 107; Pay Date: 1/5/2023
1753	1/5/2023	Joan Elizabeth Caldwell	2,618.66	Employee: 094; Pay Date: 1/5/2023
1754	1/5/2023	Chris H. Cole	2,182.50	Employee: 098; Pay Date: 1/5/2023
1755	1/5/2023	Amelia M. Fleitz	1,713.02	Employee: 086; Pay Date: 1/5/2023
1756	1/5/2023	Erik M. Flickwir	1,875.67	Employee: 008; Pay Date: 1/5/2023
1757	1/5/2023	Katherine J. Howard	2,032.15	Employee: 070; Pay Date: 1/5/2023
1758	1/5/2023	Annyssa Marie Interrante	1,820.25	Employee: 133; Pay Date: 1/5/2023
1759	1/5/2023	Jacob W. Johnson	1,628.84	Employee: 137; Pay Date: 1/5/2023
1760	1/5/2023	David W. Johnson II	1,821.59	Employee: 059; Pay Date: 1/5/2023
1761	1/5/2023	Bethany R. Llewellyn	1,508.10	Employee: 132; Pay Date: 1/5/2023
1762	1/5/2023	Duncan Lloyd McIntosh	1,165.12	Employee: 134; Pay Date: 1/5/2023
1763	1/5/2023	Kelly D. Sheen	3,386.61	Employee: 005; Pay Date: 1/5/2023
1764	1/5/2023	Cynthia L. Tarwater	1,513.55	Employee: 002; Pay Date: 1/5/2023
1765	1/5/2023	Jessica Elizabeth Tye	1,618.06	Employee: 135; Pay Date: 1/5/2023
1766	1/5/2023	Marla D. Walters	2,278.50	Employee: 108; Pay Date: 1/5/2023
1767	1/5/2023	Denise W. Wesley	2,323.54	Employee: 096; Pay Date: 1/5/2023
1768	1/5/2023	Maya Williams	1,088.48	Employee: 106; Pay Date: 1/5/2023
1769	1/5/2023	Rebekah R. Wolfenbarger	1,911.85	Employee: 103; Pay Date: 1/5/2023
1770	1/5/2023	Chris H. Cole	3,130.09	Employee: 098; Pay Date: 1/5/2023
1771	1/5/2023	Duncan Lloyd McIntosh	45.41	Employee: 134; Pay Date: 1/5/2023
1772	1/20/2023	Ann M. Barbeau	1,906.09	Employee: 107; Pay Date: 1/20/2023
1773	1/20/2023	Joan Elizabeth Caldwell	2,618.76	Employee: 094; Pay Date: 1/20/2023
1774	1/20/2023	Chris H. Cole	2,363.47	Employee: 098; Pay Date: 1/20/2023
1775	1/20/2023	Amelia M. Fleitz	1,694.46	Employee: 086; Pay Date: 1/20/2023
1776	1/20/2023	Erik M. Flickwir	1,974.70	Employee: 008; Pay Date: 1/20/2023
1777	1/20/2023	Katherine J. Howard	1,598.46	Employee: 070; Pay Date: 1/20/2023
1778	1/20/2023	Annyssa Marie Interrante	1,673.58	Employee: 133; Pay Date: 1/20/2023
1779	1/20/2023	Jacob W. Johnson	1,849.25	Employee: 137; Pay Date: 1/20/2023
1780	1/20/2023	David W. Johnson II	1,858.10	Employee: 059; Pay Date: 1/20/2023
1781	1/20/2023	Bethany R. Llewellyn	1,508.10	Employee: 132; Pay Date: 1/20/2023
1782	1/20/2023	Duncan Lloyd McIntosh	1,813.78	Employee: 134; Pay Date: 1/20/2023
1783	1/20/2023	Kelly D. Sheen	3,140.03	Employee: 005; Pay Date: 1/20/2023
1784	1/20/2023	Cynthia L. Tarwater	2,187.08	Employee: 002; Pay Date: 1/20/2023
1785	1/20/2023	Jessica Elizabeth Tye	1,499.31	Employee: 135; Pay Date: 1/20/2023
1786	1/20/2023	Marla D. Walters	2,089.48	Employee: 108; Pay Date: 1/20/2023
1787	1/20/2023	Denise W. Wesley	2,177.91	Employee: 096; Pay Date: 1/20/2023
1788	1/20/2023	Maya Williams	1,689.37	Employee: 106; Pay Date: 1/20/2023
1789	1/20/2023	Rebekah R. Wolfenbarger	1,751.49	Employee: 103; Pay Date: 1/20/2023
1790	1/20/2023	Rebekah R. Wolfenbarger	1,415.13	Employee: 103; Pay Date: 1/20/2023
28026	1/12/2023	Reinalt-Thomas Corp.	1,431.01	Set of tires
	1/12/2023	Reinalt-Thomas Corp.	2,511.67	Set of tires and wheels
	1/12/2023	Reinalt-Thomas Corp.	320.41	Tires for Bandit Chipper
28027	1/12/2023	Amerigas Propane LP	92.49	Propane
28028	1/12/2023	Kenneth Baldwin	1,425.63	Contract services 10-01-22 to 10-31-22
28029	1/12/2023	Bayley Lumber & Hardware Inc	1.28	Late Fee
28030	1/12/2023	Jack A Branham	250.00	Dec 2022 Rent - 1 week
28031	1/12/2023	Joan Caldwell	223.14	Reim Internet and Phone
28032	1/12/2023	Amelia Fleitz	15.76	Fuel truck #7811
28033	1/12/2023	Patrick M Frost	945.00	Contract services Oct-Dec 2022 Final
28034	1/12/2023	Ila F. McWilliams Trust	2,200.00	January 2023 Rent
28035	1/12/2023	Northwest California RC&D Council	600.00	January 2023 Rent
28036	1/12/2023	O'Reilly Auto Parts	505.66	(3) tire chains, adjuster, (2) snowbrush
	1/12/2023	O'Reilly Auto Parts	241.57	Oil/filter, wipers, tire guages, booster cables

Trinity County Resource Conservation District
 Check/Voucher Register - Check Register for Board of Directors
 From 1/1/2023 Through 1/31/2023

28037	1/12/2023	Trinity Journal, The	88.00	2 yr subscription stg. 2-1-23 inc. online
28038	1/12/2023	Trinity PUD	713.86	11-9-22 to 12-10-22
	1/12/2023	Trinity PUD	160.25	11-9-22 to 12-10-22 YFR
28039	1/12/2023	Trinity Tire Factory	84.50	Tire for Vermeer Chipper
28040	1/12/2023	Two Rivers Tribune	125.00	Community Chipping Ad
28041	1/12/2023	US Bank	4,125.00	Nor Cal Printing Inv. #141529
	1/12/2023	US Bank	12.99	Pacific Coast Seed
28042	1/12/2023	Velocity Communications, Inc.	114.99	Internet 01-01-23 to 02-01-23
28043	1/24/2023	Jack A Branham	250.00	Dec 2022 Rent - 1 week
28044	1/24/2023	Chris Cole	97.92	Reim. food for Trinity Center Public Mtg.
28045	1/24/2023	Shannon Davis	472.50	TCRCD cleaning Dec 2022
28046	1/24/2023	Katherine J. Howard	283.61	Reim. water trailer lock/mount/hitch & fuel
28047	1/24/2023	Plotzke Ace Hardware	94.46	(14) Mini lights
	1/24/2023	Plotzke Ace Hardware	38.59	(2) Leather gloves
	1/24/2023	Plotzke Ace Hardware	135.10	(3) tree stands
	1/24/2023	Plotzke Ace Hardware	28.95	40:1 Fuel
	1/24/2023	Plotzke Ace Hardware	111.53	50:1 2 cycle fuel
	1/24/2023	Plotzke Ace Hardware	82.55	Degreaser, trufuel
	1/24/2023	Plotzke Ace Hardware	180.77	Drill bits, Socket set, Impact driver kit
	1/24/2023	Plotzke Ace Hardware	12.55	Fasteners
	1/24/2023	Plotzke Ace Hardware	52.19	Fasteners, lg. hooks. drill bit
	1/24/2023	Plotzke Ace Hardware	56.80	Leather gloves
	1/24/2023	Plotzke Ace Hardware	39.67	Perlite
28048	1/24/2023	Trinity County Solid Waste Division	130.69	Jan 2023
	1/24/2023	Trinity County Solid Waste Division	12.21	Jan 2023 & 2 wk credit 1 can
28049	1/24/2023	Verizon Wireless	92.12	12-13-22 to 01-12-23
28050	1/24/2023	Weaverville CSD	28.00	YFR water 12-01-22 to 01-03-23
28051	1/24/2023	Weaverville Sanitary District	28.00	YFR Sewer 12-01-22 to 12-31-22
28052	1/24/2023	Wilgus Fire Control, Inc.	779.12	Annual extinguisher service
28053	1/4/2023	Rebekah Wolfinbarger-Cash	15.00	Notary-Cal Recycle Grant App
	1/20/2023	Rebekah Wolfinbarger-Cash	23.58	Costco-Hand rags
	1/20/2023	Rebekah Wolfinbarger-Cash	12.86	Costco-Napkins
	1/31/2023	Rebekah Wolfinbarger-Cash	6.40	USPS-Postage
283406613	1/2/2023	Office Depot	83.21	Printer ink Fiscal Mgr
486571816	1/3/2023	IPower, Inc.	12.99	Mailbox storage
01-05-23 4 Imprint	1/5/2023	4Imprint, Inc.	3,454.72	Pay 4 Imprint Invoice # 23508482
11067725	1/5/2023	Facebook	19.29	Advertising
2270645	1/6/2023	Amazon	143.57	Security light/laptop battery/first aid supplies
28182370	1/6/2023	Harland Clarke	154.07	Checks and envelopes
1652260	1/6/2023	Amazon	55.98	First Aid Kit Supplies
01-09-23 Ally	1/9/2023	Ally	74.57	Interest
	1/9/2023	Ally	580.63	Jan 2023 Prin Pmt #4916
15456 #2	1/9/2023	BAP Equipment Ltd.	0.00	International Trans Fee BAP Equip order
54039352	1/11/2023	EFTPS	12,366.77	Federal tax deposit
04307066	1/11/2023	Cal-Line Equipment Inc	71.85	Bandit chipper latch/freight
	1/11/2023	Cal-Line Equipment Inc	0.00	Correct PC from 1803400 to 3100701
1-222-886-112	1/11/2023	EDD	5,168.18	State tax deposit
400488914	1/12/2023	Bailey's Inc.	1,174.24	Traffic signs/(4)Safety glasses
58964	1/12/2023	O'Reilly Auto Parts	90.07	Power drive torque wrench
633480	1/12/2023	Forestry Suppliers Inc	92.81	(2) Igloo mounting brackets
	1/12/2023	Ebay	16.26	Pneumatic drive
01-12-23 Ally	1/12/2023	Ally	102.25	Interest
	1/12/2023	Ally	782.97	Jan 2023 Prin Pmt #0890
3000148	1/13/2023	UC Cooperative Extension	60.00	2023 Forest Stewardship Workshop-Curtain
	1/13/2023	UC Cooperative Extension	60.00	2023 Forest Stewardship Workshop-Interrante
	1/13/2023	UC Cooperative Extension	60.00	2023 Forest Stewardship Workshop-J Johnson

Trinity County Resource Conservation District
 Check/Voucher Register - Check Register for Board of Directors
 From 1/1/2023 Through 1/31/2023

	1/13/2023	UC Cooperative Extension	60.00	2023 Forest Stewardship Workshop-Raymond
4703406	1/13/2023	Amazon	120.62	1TB Hard Drive
	1/13/2023	Ebay	237.76	Welding box
7821816	1/13/2023	Amazon	1,490.95	(4) Backpack torch kits
986222	1/15/2023	1&1 Ionos, Inc.	13.44	TRRP Mail Hosting
7129846	1/15/2023	Amazon	19.49	Notepads
288686843	1/15/2023	Office Depot	10.83	Toilet paper
252002	1/16/2023	Staples	33.04	W-2 stock and pens
01-16-23 Ally	1/16/2023	Ally	41.49	Interest
	1/16/2023	Ally	669.09	Jan 2023 Prin Pmt #6167
8726607	1/17/2023	Amazon	193.02	(2) Security lights
01-17-23 DD Fee	1/17/2023	Tri Counties Bank	37.50	Direct Deposit Fee-TCB
11158581	1/18/2023	Facebook	50.00	Advertising
123832243	1/19/2023	Empower Retirement	2,525.00	Deferred Comp 01-31-22 PR
4919-416438	1/19/2023	O'Reilly Auto Parts	(90.07)	Return Inv. 58964
350315	1/20/2023	Holiday Market	26.49	Food for Collaborative Meeting
61959408	1/30/2023	Grammarly	144.00	1 year subscription
7069	1/20/2023	Starbucks	40.00	Coffee for Collaborative Meeting
289242338	1/22/2023	Office Depot	32.15	2023 Planners/Fiscal Mgr/Bookkeeper
491310331	1/23/2023	IPower, Inc.	19.99	TRRP Domain renewal to 01-23-24
01-27-23 Aatrix	1/23/2023	Abila	24.95	Electronic submission 2022 1099 forms
0321012	1/23/2023	Amazon	30.02	(6) Black picture frames
1674554551	1/24/2023	Constant Contact	70.00	Advertising
p236S6LC6L	1/24/2023	Frontier Communications	528.86	Pay Frontier Inv. #01-01-23 Frontier Co
0-107-268-832	1/25/2023	EDD	4,527.15	State tax deposit
01-25-23 Ford Credit	1/25/2023	Ford Credit	244.16	Interest
	1/25/2023	Ford Credit	640.18	Jan 2023 Prin Pmt #8746
90860451	1/25/2023	EFTPS	11,421.95	Federal tax deposit
914826	1/25/2023	Groupon	21.24	Hand soap for bathrooms
289038893	1/25/2023	Office Depot	48.25	Copy paper
	1/25/2023	Office Depot	40.78	Paper towels
290080612	1/25/2023	Office Depot	11.07	Cardboard file boxes
ACH-00753274	1/25/2023	SDRMA	927.78	Pay SDRMA Inv. H40412
1760213	1/26/2023	Amazon	33.23	Dell Laptop Power Cord
20308	1/26/2023	Ebay	274.76	Sharp Developer Kit
126559659	1/26/2023	Empower Retirement	2,525.00	Deferred Comp 01-15-23 PR
77050	1/26/2023	Ebay	193.05	Sharp Drum Unit
77051	1/26/2023	Ebay	53.63	Sharp Black Developer
3999414	1/26/2023	Amazon	148.92	Jabra wireless speaker
6845808	1/26/2023	Amazon	69.69	Anker USB C Hub
01-27-23 Ford Credit	1/27/2023	Ford Credit	171.28	Interest
	1/27/2023	Ford Credit	438.53	Jan 2023 Prin Pmt #7811
230260022765	1/30/2023	Blue Shield of California	22,248.23	Pay Blue Shield Inv. 223480028627
11235377	1/30/2023	Facebook	<u>50.00</u>	Advertising
Report Total			<u>168,881.43</u>	



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Agenda Item 5.0

PROJECTS REPORT

February 15, 2023

5.1 Grass Valley Creek

No updates at this time

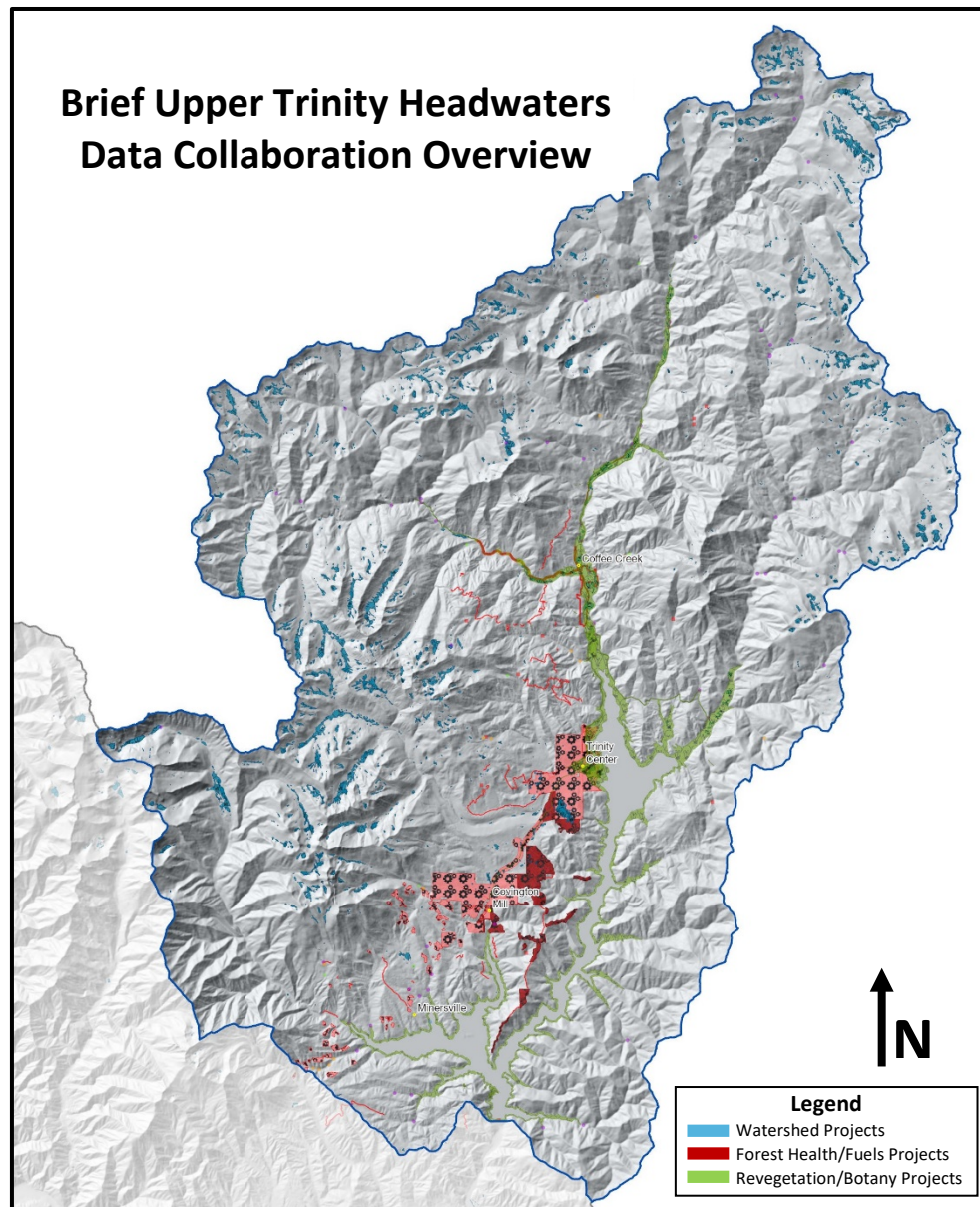
5.2 Weaverville Community Forest – Amelia Fleitz/Chris Cole

- TCRCD Staff are working with the WCF Steering Committee to provide a recommendation for the BLM Oregon Mountain Harvest to keep the project moving.
- WCF RAC Stewardship (507-1703000): The Weaverville Community Forest Resource Advisory Committee Grant for Stewardship that was approved in January of 2022 now has an executed contract! Miles and Charlie will begin work to stand up art, music, and other events in the WCF with the key of getting use permits for local businesses to then continue hosting events in the WCF long after our Grizzly Corps Fellows have left. ☺
 - ◇ For information on the spring wildflower hike please the education and outreach section.

5.3 Watershed Coordination – Amelia Fleitz

- General Update/Future Planning: In the Nov. 2022 RAC Meetings the Watershed Program had one project in for funding, for vehicle abatement. For this project, we asked for \$18K and were awarded \$27K. We are also waiting on CalRecycle funding which will be match for this project at \$14K. Maya Williams is no longer working with the District and has transitioned to her position with the Mid-Klamath Watershed Council. Jacob, Annyssa, and Amelia are actively pursuing upcoming grant deadlines for watershed restoration planning and implementation funds, recycling, landowner technical assistance, and Fire Safe Council planning funds. Amelia is meeting with Eel River Canyon Preserve Manager Molly Breitmun on the weekend of February 4th to review the MOU for future grant partnerships and implementation on the preserve. Potential visits for Amelia, Chris, Annyssa, and Kelly will be discussed at that time. Annyssa and Jacob are working to identify landowners interested in the CDFA Block Grant opportunity for Healthy Soils and State Water Efficiency Enhancement Program, we plan to apply with the California Association of Conservation District's Block Proposal. The NetMap model received from Terrain Works and will assist in identifying future restoration projects throughout the watershed.
- Trinity Lake Headwaters Assessment and Watershed Council Coordination (464 – 3300300): DOC: Kelly signed the new contract adding \$200,000 to this project and extending it to 2025. A collaborative meeting for the Upper Trinity Headwaters with the Watershed Research and Training Center was organized and hosted to share past, current, and future projects. Annyssa coordinated with the departments at each organization (Watershed, Forestry/Fuels, Botany/Revegetation, Roads/Trails), obtained their GIS files, and collated them into one singular map that was congruently legible and navigable for all parties to view and explore during the course of the meeting. Files were updated to our GIS library and minutes were disseminated to appropriate parties.

She has also started compiling Species Range maps for background information in the Upper Trinity Headwaters Assessment report clarifying and utilizing the best available distribution data for Northern California and Trinity County.



Brief snapshot of the Upper Trinity Headwaters working document that showcases projects from the past 5 years, present projects, and future project ideas from the WRTC and TCRCD.

- NACD Technical Assistance Funding (474-6300200 and 499-6300300):
- Travis Ranch Riparian Element (486 – 3300400) – Timberland Resource Consultants continue to develop their CEQA document for our staff to review, we are acting as Lead agency for their August Complex Recovery fuels reduction actions. This document will come before the board in a few months. Annyssa has been conducting a literature review of the species identified in the project area and is currently working on brief species profiles to assist the landowner in understanding biological considerations during restoration efforts in the future.
- Tehama County RCD NRCS Funding (90-7901101): Mark Lancaster has been working with landowners in Coffee Creek and Deadwood Creek watersheds on post-fire recovery projects.
- Trinity River Cleanup (492 – 1702400): is tentatively scheduled for September 23 for National Public Lands Day. Annyssa recently partnered with the County to purchase more recycling

receptacles to utilize throughout the Trinity River Watershed. We anticipate using the proceeds from these recycling bins to support future clean-ups.

- Trinity River Watershed Council (Annyssa Interrante): Annyssa is taking over the coordination of the Trinity River Watershed Council and is actively coordinating presenters for the upcoming year. Annyssa brings enthusiasm and fresh eyes to the Council with a strong work ethic which will help energize the discussions.

She updated the Trinity River Watershed Council mailing list, transferred it to a new platform, scheduled the 2023 meeting dates, and sent out information to members of the board.

Presenters were contacted for upcoming meetings, and she reached out to 4 of our tribal nations (Nor-Rel-Muk Wintu, Hoopa, Yurok, and Tsnungwe) to invite them to participate and give land acknowledgments at this year's meetings. The Nor-Rel-Muk Wintu and Tsnungwe were not previously identified stakeholders at these meetings.

5.4 Weaver Basin Wetlands

- See Birding Days in the Education and Outreach Section.

5.5 Project Coordinator's Report –Cynthia Tarwater

- ROADS – Shasta-Trinity and Six Rivers National Forest (USFS) / BLM / Private
 - ◇ Shasta-Trinity N.F. - Waiting to hear back on several agreements, slow progress to date.
 - ◇ Six Rivers N.F. - We have been requested to assist with a road maintenance/hazard tree removal project, the financial plan has been submitted to them to start the long process towards execution and our ability to utilize it. We are also waiting to hear back on a modification to add the Lightning BAER road rehab work to another BAER agreement already in-house, no news on that yet.
 - ◇ BLM - Final Report for Carr Fire rehab work will be submitted in February, this includes road and weed work in the Grass Valley Creek watershed.
 - ◇ Virtually attended a 2-day workshop for the G23 CA OHV Commission grant cycle on Jan 9th and 10th.
 - ◇ Working up Final Reports for several agreements expiring or terminating.
 - ◇ Invoicing as needed.

5.6 Grants Report – Marla Walters

New Grants:

No new grants and nothing to report at this time.

5.7 Revegetation Projects – Kaety Howard & Annie Barbeau

- Caltrans Collins Bar: The annual report for 2022 was assembled and submitted. Plant vigor for this project is at an all-time high, with all areas exceeding success criteria. 2023 will be the sixth and final year for the implementation and monitoring of this project.
- Caltrans Hayfork Grade Culverts: No update this period.
- Caltrans Swift Creek Bridge Replacement: No update this period.
- Watershed Research and Training Center (WRTC) Riparian Restoration: No update this period.
- Grass Valley Creek Bureau of Land Management Carr Fire Emergency Stabilization & Rehabilitation (BLM): This agreement expired on 12/31/2022. All spatial data collected on noxious weeds surveys were cleaned up and will be submitted in the final report to BLM.
- Weaver Basin Trail System Maintenance & Mapping (USFS): No update this period.
- Program Development:
 - ◇ An upcoming project, *Ditch Gulch Curve Improvement: Revegetation and Monitoring*, was under budget revision with Christy Wagner, Revegetation Specialist at Caltrans District 1.

After much discussion and revision, this agreement has seen forward progress and will be funded as a five-year agreement with the original budget submitted. Execution is expected in March of this year.

- ◇ Caltrans has provided a scope of work for an off-site stream mitigation project that will serve as mitigation for their Poison Pond project disposal impacts. This project will be located on public (USFS) land and consists of the revegetation of 1.24 acres of the riparian corridor within Scott Flat and Hell Gate Campgrounds. A five-year budget is currently being revised to reflect the site-specific challenges.

5.8 Fuels Projects - Chris Cole & Dave Johnson

- Forest Health (FH) Staff News: One Crew was rehired on January 17th.
- Management: 3 Crew: 4
- Bureau of Land Management Lewiston Agreement: Communications occurred between FH staff and grantor. No implementation occurred during this period.
- Six Rivers National Forest Agreement: The Watershed Research and Training Center implemented work under contract with the District. At this point, funds have been all but expended and we await final invoice from the Watershed Center. We expect the final invoice and report to be completed next month.
- Cal Fire Trinity County Hazardous Fuels Reduction Phase II Grant: Work continued with Sierra Pacific Industries on the environmental compliance for the Browns Mountain fuelbreak. The District spoke with CALFIRE and we will likely contract a mixed treatment for the area doing mastication and hand cut/pile. The goal would be for the District to burn the piles but there are concerns about liability. The District has reached out to our insurance broker to determine if we have coverage for pile burning. Implementation did not occur during this period. Invoices and reports were worked on.
- Browns Phase III: We still await the Forest Service's direction on this project.
- Training and continuing education: Two FH staff attended the annual vegetation management conference held in Anderson. Much of the conference was industry focused with a significant amount of time being spent on herbicide application. It may be something that comes up for a future project where herbicide is the only reasonable maintenance technique.
- Cal Fire Forest Health: Communications continue with FH and our partner organizations. We continued planning in the four major project areas. FH continues to communicate with our BLM and Forest Service partners to plan for the winter season which will include significant amounts of pile burning and broadcast burning depending on the weather. The District crew that was hired during this period was brought on specifically to assist with this burning. The crew has been active pile burning with the Forest Service within the Weaverville Community Forest primarily in the Glenison Gap area and on Oregon Mt near Hwy 299. When not burning the crew continues work on BLM land near Little Browns Creek.
- Westside Timber Sale Prep: FH continued to plan for future forestry crew onboarding. We have a meeting scheduled next month with Forest Service staff to hopefully finalize a plan. FH staff will also be attending the Cal Poly Humboldt job fair next month looking for potential candidates.
- Fee for Service: Communications occurred with FH staff and managers at the Gonpa in Junction City. FH staff met with Gonpa personnel and developed a budget for the project. We have submitted the budget and await the response. We think it is likely we will not be selected for implementation by the Gonpa due to our high cost of operation.
- The McConnell Foundation (TMF): This project is well underway. Three public meetings occurred; One in North Lake, one in Weaverville, and a virtual meeting. Roughly 1/3 of the

landowners have signed on so far, including Sierra Pacific Industries. The FH staff is actively trying to get more landowners on board especially targeting the larger landowners. The GIS department has been busy analyzing the project area to note relevant features. Weekly meetings with The McConnell Foundation occurred. We are currently prioritizing areas for environmental survey work. Invoicing and Reporting occurred.

5.9 Trinity County Fire Safe Council – Amelia Fleitz

- 479-2 CALFIRE Fire Prevention
 - ◇ Starting the Trinity County Hazard Mitigation Plan Update this year.
- 480 – California Fire Safe Council – County Coordinator Grant
 - ◇ Firewise Youth Education: Staff continue teaching the Fire Education Curriculum students at Junction City Elementary School in January which reached 18 students. In December, this curriculum was taught at Weaverville Elementary School. In February staff are bringing this program to Burnt Ranch Elementary School.
 - ◇ UCCE Forest Stewardship Workshop – Amelia and Chris are supporting UCCE to bring their Forest Stewardship workshop to Trinity County starting in March. Registration is open now. This program will be followed up with a Post-Fire recovery workshop later this year or early next year.
- 485 – Title III Community Wildfire Mitigation
 - ◇ We are moving forward with using these funds for community chipping.
- 489 – Humboldt County Willow Creek Storm Recovery
 - ◇ No new reporting.

5.10 Young Family Ranch – Amelia Fleitz and Kaety Howard

- Plant and Seed Exchange – is tentatively scheduled for April 22nd on Earth Day! Annyssa is coordinating this event with Scott White from the Master Gardner program.

5.11 Geographic Information Systems (GIS) Manager’s Report- Denise Wesley

- Trinity County GIS Services:
Last month services provided to Trinity County partners included parcel fabric adjustments, data exports by request of county partners, GIS data and software updates, addressing updates to align structure types with the school infrastructure point layer, land ownership records were updated using QA/QC (Quality Control), the zoning layer was updated, and previous zoning layers were retired.
- Weaver Basin Trail System (WBTS)
The Weaver Basin Trail System trail names, annotation labels, and kiosk layout were updated last month based on input from the Trinity Trail Alliance, Watershed Research Training Center & US Forest Service. The WBTS [online application](#) is closer to being ready for updating. I received a quote for the WBTS bandana from a San Diego-based bandana printing company using a 22 x 24 layout. The only thing left to do on the bandana design is to update the annotated labels.
- Fire Safe Council FSC (Community Wildfire Protection Plan CWPP/ Evacuations):
Several community partners contributed proposed and completed project data which has been incorporated into the CWPP online viewer. Community-proposed project data has been mapped into the GIS and is ready to be ranked.
- The McConnell Foundation (TMF) FEMA Hazard Mitigation

I built the online Project Participation Mapping Application for tracking Right of Entry Permits and project status for this project, and have been providing support, analysis, and online development to this project as needed.

5.12 Education and Outreach – Amelia Fleitz

- 477 - Bureau of Reclamation TRRP Outreach & Education:
 - ◇ Trinity River Photo Contest concluded on 1/20/2023 and received 20 completed submissions.
 - ◇ The Trinity River Survey closes 1/31/2023 and as of 4 pm on 1/31/2023 we have received 164 online responses and 1 hard copy.
 - ◇ The TRRP hosted an Open House on February 4th at the Hub in Weaverville.
 - ◇ Science on Tap: The January Science on Tap presentation hosted up to 100 individuals coming to see David Jaramillo present *Rekindling Fire Wisdom*. The February 22nd SOT will be *Trinity River in 4D: how the TRRP monitors changes to the Trinity River* by Eric Peterson (of the TRRP). The voting for the Photo Contest will be completed at this event. The winner of the Photo Contest will receive a gift card from the Trinity Arts and Craft Supply Company.
 - ◇ Birding Days: February 18th and 19th will be held as part of the global Great Backyard Bird Count with the support of Pat Frost and food provided by Shasta County Foundation. The 18th will be held in Weaverville at the Wetlands at the Industrial Park and the 19th will be held in Lewiston at the Hatchery.
 - ◇ Wild & Scenic Film Festival: The Wild & Scenic Film Festival is coming to Weaverville on Saturday, March 4th from 6-9 pm at the Trinity Alps Performing Arts Center! Annually in theaters across the American West, the Wild & Scenic Film Festival celebrates the beauty and wonder of our natural world and inspires audiences everywhere to act to protect it. This cinematic event is hosted by Ascend Wilderness Experience, Trinity County Resource Conservation District, and the Trinity River Restoration Program. This event is made possible by the North Coast Environmental Center and the Trinity River Restoration Program. The Wild & Scenic Film Festival is open to all ages and provides a unique opportunity to learn about environmental stewardship and activism while enjoying two hours of captivating films. Reserve your seat for free at trinityWSFF.eventbrite.com. Due to capacity limitations, attendees without reservations will be seated on a first-



come first-served basis. Doors open at 5:30 pm and the show will start promptly at 6 pm. Donations are welcome at the door and through the sale of concessions and raffle tickets. Curvy Roads Kegged Wines, Holiday Market, Miles Garrett Wines, Trinity County Brewing Company, and The Water Bar will provide generous food and beverage donations for the event. All proceeds from this event go towards supporting youth outdoor educational programs in Trinity County including Ascend Wilderness Experience, the Bar 717 Sixth Grade Environmental Camp, and Weaverville Summer Day Camp. Be sure to reserve your seats in advance, we anticipate that we will reach capacity.

- ◇ Educational Materials: The sign at Sven has been vandalized and we will evaluate replacing it with the same or updating and replacing the signage. We purchased hats with the Trinity River Design produced by Amy McComb of Lewiston Stamps for incentives throughout this year.
- ◇ Trinity River Cleanup: is tentatively scheduled for September 23 for National Public Lands Day.
- ◇ Wildflower Walk: is scheduled for April 29th at the McKenzie Gulch Trailhead on Weaver Bally Rd – led by Lusetta Sims (USFS), Aaron Sims (California Native Plant Society), and Veronica Yates (Hoopa Tribal Fisheries – Riparian Ecologist).
- ◇ Salmon Festival: is being planned in collaboration with the North Fork Grange with their Harvest Festival to maximize reach, improvement, and engagement on October 7th, 2023 at the Highland Arts Center.
- ◇ Noxious Weed Pull: We are coordinating a noxious weed pull for star-thistle at the Bucktail River Access with BLM and TRRP in May or June 2023.
- Youth in Sustainable Forestry:
- Weaverville Summer Day Camp (482-23 7800323 & 493 1702500):
- District Outreach: The Winter Conservation Almanac is currently under development.
- Social Media Outreach: Staff has continued regular posting on the Trinity River and TCRCO 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.tcrco.net, YouTube (tired)
 2. Trinity River, CA: Facebook (@TrinityRiverCA), Instagram (@trinityriverca), Website: www.trinityriver.org, YouTube (Trinity River, CA)
 3. Young Family Ranch: Facebook (@YoungFamilyRanch), Website: www.tcrco.net/yfr
 4. Trinity County Fire Safe Council: Facebook (@TrinityFSC), Website: www.firesafetrinity.org
 5. Weaverville Community Forest: www.weavervillecommunityforest.org

February

Upcoming Events

4

Trinity River Restoration Program - Open House

The Hub, 493 Main St. in Weaverville, CA

View drone footage of salmon spawning in the Trinity River and recent restoration sites, talk to program staff, and vote on the Trinity River Photo Contest

5PM - 8PM



18

Birding Days

Weaverville Basin Wetlands - across from 311 Industrial Parkway in Weaverville, CA

Day 1 of Trinity County Birding Days as part of the global Great Backyard Bird Count with local birding expert Pat Frost

11AM - 1PM



19

Birding Days

Trinity River Hatchery in Lewiston, CA

Day 2 of Trinity County Birding Days as part of the global Great Backyard Bird Count with local birding expert Pat Frost

11AM - 1PM



22

Science on Tap - Trinity River in 4D

Trinity County Brewing Company, 301 Main St. in Weaverville, CA

Grab a beer and learn how Trinity River Restoration Program monitors changes to the Trinity River with Eric Peterson

6PM - 7PM



Trinity County



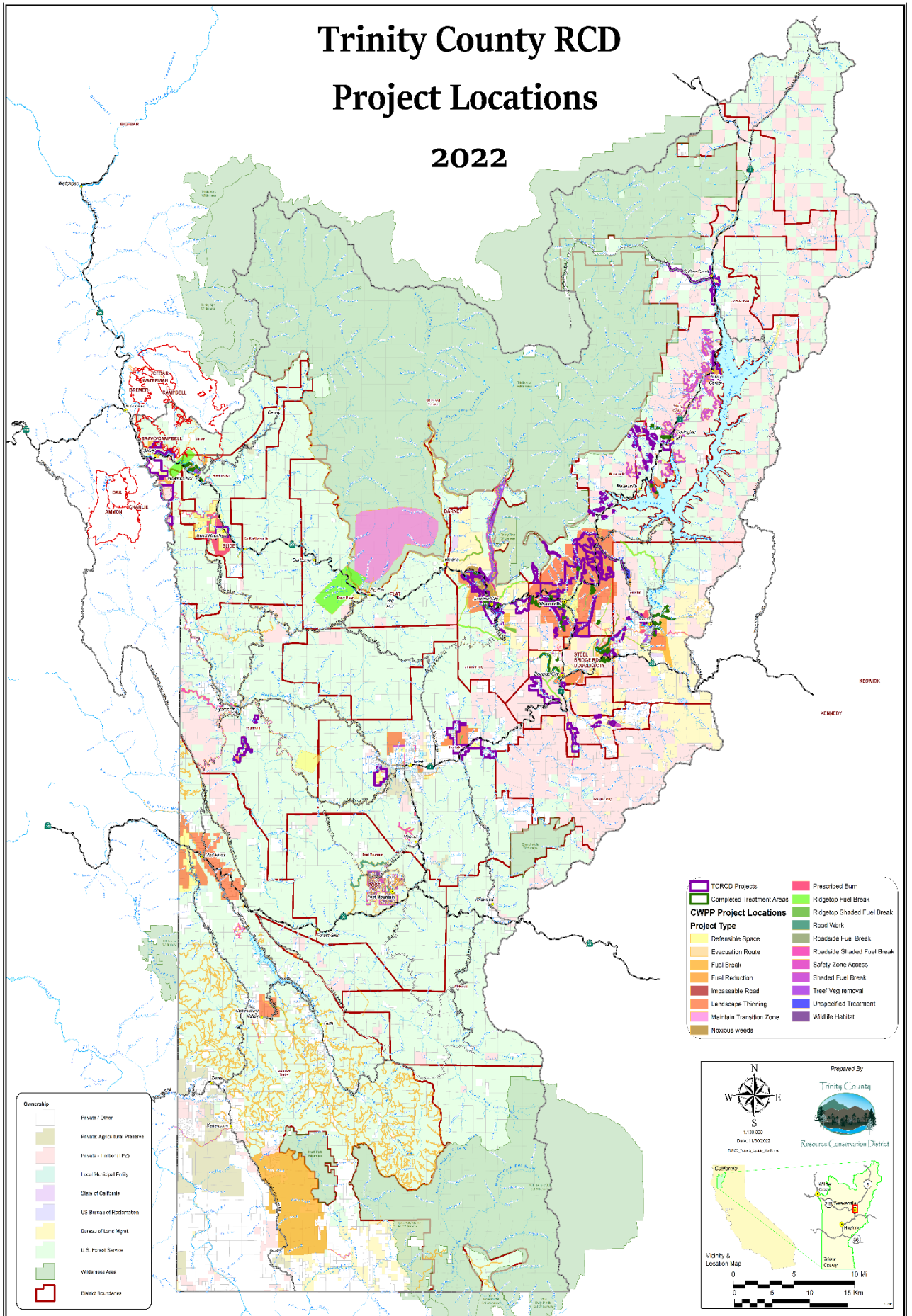
Resource Conservation District

FOR MORE INFORMATION

Visit the News and Events page at www.tcrd.net or call 530-623-6004

Trinity County RCD Project Locations

2022



**Northwest California
Resource Conservation and Development Council**

A CALIFORNIA PUBLIC BENEFIT CORPORATION

BYLAWS

ARTICLE I: NAME

Section 1. Name of Area. The name of this area is the “Northwest California Resource Conservation and Development Area,” hereafter referred to as the “Area.”

Section 2. Geographic Area. The geographic extent of the Area shall be the designated California counties of Trinity, Humboldt and Del Norte. The Area is located in northwestern California and covers approximately 4,965,760 acres. Changes to the RC&D Area boundaries are subject to concurrence by the U.S. Department of Agriculture.

Section 3. Corporate Name. The name of the Corporation for this Area shall be the “Northwest California Resource Conservation and Development Council,” hereafter referred to as the “Council.”

Section 4. Principal Office. The principal office for the transaction of the activities and affairs of the Council (“principal office”) is located in Trinity County in the town of Weaverville, California.

ARTICLE II: PURPOSE

Section 1. Purpose.

(a) The Council is a nonprofit public benefit Corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for public and charitable purposes.

(b) The Council is organized to provide local leadership, under the auspices of federal RC&D legislation, to coordinate and use facilities and techniques to aid in planning and carrying out a balanced program of development of natural and human resources to meet local, state and national needs. Such facilities and techniques may be available under current federal, state and local programs or may be instituted as new programs.

Section 2. Objective. The Council objective is to ensure the orderly development, improvement, conservation and utilization of natural resources of the Area, and to promote the development of economic and other opportunities for the people of the Area.

Section 3. Composition and Function. The Council shall be comprised of founding Sponsors, Directors, Partners and Supporting Members. Sponsors shall designate a representative and an alternate to serve as voting Directors at Council meetings and have full authority to vote and approve additional Directors to the Council. Directors in good standing shall be responsible for conducting business of the non-profit public benefit corporation. Directors shall elect Council Officers from the complete roster of Directors in good standing. The Directors shall provide overall leadership and function as a decision-making body to execute activities at the direction of the Council. To carry out specified work, the Council shall establish needed advisory committees, which shall report their findings to the full Council.

ARTICLE III: MEMBERSHIP

Section 1. Classes and Rights. The Council shall have four classes of members: Sponsors, Directors, Partners and Supporting Members.

(a) **Sponsors.** The founding Sponsors of the Northwest California RC&D Area shall be Resource Conservation Districts and Boards of Supervisors from Trinity, Humboldt and Del Norte Counties. These six Sponsors shall each appoint a representative and an alternate to serve as Directors on the Council and shall vote to accept up to three additional Directors and designated alternates from each county. The Directors representing the founding Sponsors shall have full authority to vote and approve Directors and alternates to fill vacant Council positions.

(b) **Directors.** The maximum number of Directors shall be 15. Directors may represent Boards of Education, Public Utility Districts, Indian Tribal Councils, other agencies or organizations, and individuals and businesses with resource conservation and/or community development knowledge that are not affiliated with any of the fore mentioned founding Sponsors.

(i) Directors shall have all rights afforded members under the California Nonprofit Public Benefit Corporation Law, including, without limitation, the right to vote, as set forth in these Bylaws on election of Officers, on the disposition of all or substantially all of the Council's assets, and on any election to dissolve the Council.

(ii) Directors are eligible to be elected as Council officers and to serve as committee members. In the event of a Council vacancy, Directors representing the founding Sponsors shall fill the vacancy for any position for which that Director(s) was responsible. To maintain good standing, Directors shall not miss more than three (3) consecutive Council meetings (either the designated representative or the designated alternate may be in attendance).

(iii) Directors may attend Council meetings, serve on advisory committees, participate in discussions, assist in coordinating the Council program with the agency program, provide technical assistance, aid in cost sharing, and assist in obtaining grants and loans.

(c) **Partners:** Some agencies or organizations, by their nature or internal rules and regulations, are not allowed to participate as office holders or voting members; however, they may otherwise wish to assist the Council to meet its purpose and objectives and may serve on Council committees as advisors. Partners shall have no voting rights and shall not serve on the Council. Examples of Partners are the Natural Resource Conservation Service (NRCS), Bureau of Land Management (BLM) and U.S. Forest Service (USFS).

(d) **Supporting Members:** Non-member interested individuals and representatives of community organizations may attend meetings and participate in discussions. Supporting Members shall have no voting rights and shall not serve as a Council member. Supporting Members may serve on Council committees at the discretion of the Council.

Section 2. Requirements for Council Membership. Applicants for Council membership shall make a formal written request to the RC&D Council. Upon receipt of the application for Council membership, Directors representing the initial founding Sponsors shall take action on the application and membership will commence immediately upon approval of the application. No fees will be charged for making application for Council membership to the RC&D. Memberships are non-assessable.

Section 3. Termination of Membership. Any Council member may be removed for just cause or in accordance with the attendance policies in these Bylaws and by the affirmative vote of a simple majority at any regular meeting of the Council or at any special meeting held for such purpose.

ARTICLE IV: MEMBERSHIP MEETINGS AND VOTING

Section 1. Annual and Regular Meetings. The annual meeting of the Council membership shall be held on the 2nd Wednesday of September of each year, at such place and such time as may be designated by the Council in the notice of the meeting. At this meeting, Directors shall elect Council Officers and any other proper business may be transacted. Regular meetings of the Council shall be held every other month in January, March, May, July, September and November at a date and time set by the Council. The Annual Meeting will be held concurrently with the regular September meeting. Meetings shall be held alternately in Trinity, Humboldt and Del Norte Counties or at a location designated by the Council.

Section 2. Notice of Meetings. Notice of each meeting of the members shall be mailed by first class mail, or otherwise delivered to each Sponsor, Director, Partner, and Supporting Member at the last recorded address at least seven (7) and not more than thirty (30) days in advance of the meeting. The notice shall set forth the place, time and purpose of the meeting.

Section 3. Special Meetings. Special meetings of the members may be called by the Officers or by three or more of the Directors. No business other than that specified in the notice of the meeting shall be transacted at any special meeting of the members.

Section 4. Meetings by Telephone. Any meeting may be held by conference telephone or similar communication equipment, as long as all Council members participating in the meeting can hear one another. All such Council members shall be deemed to be present in person at such a meeting.

Section 5. Quorum. There must be present a simple majority of the voting power of the Directors or alternates to constitute a quorum for the transaction of business at any meeting of the Council, or for the conduct of written ballot voting pursuant to Section 7 of this Article IV. Directors may continue to transact business at any meeting at which a quorum is initially present, despite the withdrawal of Directors.

Section 6. Manner of Voting.

(a) The designated Director or alternate shall be entitled to cast one (1) vote on each matter submitted to a vote of the Council. If both attend the same meeting, only one can vote on behalf of the Director. Any action required or permitted by these Bylaws to be taken by the membership may only be taken upon approval by a majority of the Directors who vote, except as otherwise provided in these Bylaws.

(b) Voting, including the election of Officers, may be by voice or by ballot at a meeting. If a matter is submitted for vote by ballot at a meeting, the presiding officer of the meeting may set a time for return of ballots after the meeting, not to exceed thirty (30) days. Where a matter is submitted to the vote of the Directors by written ballot in accordance with the provisions of Section 7 of this Article IV, nothing herein shall prohibit the Council from holding an information meeting during the time within which ballots are to be returned.

Section 7. Vote Requirements. Directors shall have the right to vote on the following Council matters:

(a) election of Officers, pursuant to Section 4 of Article V;

(b) disposition of all or substantially all of the assets of the Council; merger; dissolution; and amendment of the Council's Articles of Incorporation or Bylaws, which shall only be effective upon approval of two-thirds of the Directors who vote at a meeting held for such purpose or by written ballot, in accordance with Article XIII;

(c) removal of an Officer, without cause, upon a majority vote of Directors;
and

(d) on such other matters as the Officers refers to the Directors for decision or action.

Section 8. Action by Written Ballot.

(a) Any action that Directors may take at any meeting of the membership may also be taken without a meeting by complying with this Section 7.

(b) The Council shall distribute one written ballot to each Director entitled to vote on the matter. The ballots shall be mailed or delivered in the manner required by Section 2 of Article IV of these Bylaws. All solicitations of votes by written ballot shall

(i) state the number of responses needed to meet the quorum requirement;

(ii) state, with respect to ballots other than for election of Officers, the percentage of approvals necessary to pass the measure or measures; and

(iii) specify the time by which the ballot must be received in order to be counted.

(c) Each ballot so distributed shall

(i) set forth the proposed action;

(ii) give the Directors an opportunity to specify approval or disapproval of each proposal, or to withhold authority to vote; and

(iii) provide a reasonable time in which to return the ballot to the Council.

(d) Approval by written ballot shall be valid only when

(i) the number of votes cast by ballot (including ballots marked "withhold" or otherwise to indicate that authority to vote is withheld) within the time specified equals or exceeds the quorum required to be present at a meeting authorizing the action, and

(ii) the number of approvals of Directors equals or exceeds the number of votes that would be required for approval at a meeting at which the total number of votes cast was the same as the number of votes cast by written ballot without a meeting.

(e) A written ballot may not be revoked. All written ballots shall be filed with the Secretary of the Council and maintained in the corporate records for at least three (3) years.

Section 9. E-mail Voting. The Council may engage in the use of e-mail votes on time sensitive matters. E-mail votes will be treated as a roll call vote and results of the voting will be sent out via e-mail no later than five (5) days after the date given as the deadline for voting. A copy of the e-mail outlining the matter to be voted on and requesting an e-mail vote as well as the voting results will be filed in the Council's record books containing minutes of meetings and in the appropriate contract file for which the vote pertains.

Section 10. Cumulative Voting. When voting for election of Officers, Directors may not cumulate votes; i.e., each Director who is entitled to vote may cast only one vote for any one candidate for office.

Section 11. Revocation of Voting Privileges. A Director's voting privileges shall be temporarily revoked if no designated representative and no designated alternate is present at three (3) or more consecutive Council meetings. Voting privileges will be reinstated once the Director sends a nonvoting representative or alternate to a number of meetings equal to the number missed.

ARTICLE V: COUNCIL OFFICERS

Section 1. General Corporate Powers.

(a) Subject to the provisions and limitations of the California Nonprofit Public Benefit Corporation Law and any other applicable laws, the Council's activities and affairs shall be managed, and all corporate powers shall be exercised by or under the direction of the Council Directors.

(b) Officers shall act for and represent the Council to coordinate planning and program operations, set policy and provide overall leadership and act on Council business when constraints do not allow full Council action and Council direction has been ascertained.

(c) The Council shall elect officers from among the voting membership, establish committees to carry out needed work, and appoint committee chairpersons.

Section 2. Number, Qualification and Terms of Council Officers.

(a) The authorized number of Council Officers shall be no more than five (5).

(b) No more than one Officer representing, employed by or otherwise affiliated with any Director shall serve as a Council Officer at any point in time.

(c) Officers shall be elected from the full roster of Directors to a one-year term of office. Elections shall be conducted at the Council's Annual meeting in September. The President shall serve no more than two consecutive one-year terms, unless the council nominates and votes in the affirmative for an additional term by unanimous vote. The number of additional terms shall not be limited.

Each officer shall be elected and shall hold office, until a successor is duly elected and qualified, or until death, resignation, removal or a successor representative is appointed by the Sponsor. The election of officers shall be by written ballot, except that no written ballot is necessary if there is only one candidate for an office.

(d) To maintain good standing, an Officer must attend at least four (4) out of six (6) meetings each year.

Section 3. Election of Officers.

(a) Only Directors shall vote on the election of Officers.

(b) If election is by ballot, the Secretary, at least ten (10) days prior to a meeting for election, shall send or cause to be sent to each Director a written ballot, in accordance with Section 7 of Article IV of these Bylaws, listing all Directors who are eligible for election of Council Office.

Section 4. Director and Officer Vacancies.

(a) A Director and/or Officer vacancy or vacancies on the Council shall exist on the occurrence of the following:

(i) the death or resignation of any Director;

(ii) declaration by resolution of the Council of a vacancy in the office of a Director who has been declared of unsound mind by an order of court, convicted of a felony, or found by final order or judgment of any court to have breached a duty under Article 3 of Chapter 2 of the California Nonprofit Public Benefit Corporation law;

(iii) removal of an Officer by a majority vote of all Directors.

(b) Officer vacancies on the Council may be filled by an election held during a regular meeting or a special meeting called for that purpose, or by written ballot.

Section 5. Reimbursement. Officers and Directors may receive such reimbursement of expenses as the Council may determine by resolution to be just and reasonable as to the Council at the time that the resolution is adopted.

Section 6. Officers. The Officers of the Council shall be President, Immediate Past President, Vice President, Secretary, and Treasurer. All Officers shall hold only one office.

Section 7. Election of Officers. The Directors in good standing shall vote to choose Council Officers at the annual meeting of the Council membership. Officers shall hold office for one-year terms.

Section 8. Vacancies in Office. A vacancy in any office shall be filled in the manner prescribed in these Bylaws for regular election to that office.

Section 9. President. Subject to control of the Council, the President of the Council shall act as the general manager of the Council and shall supervise and coordinate the Council's activities. The President shall preside at meetings of the Council, shall serve as ex-officio member on committees, and shall perform all other duties consistent with this office. The President shall have such other powers and duties as the Council or the Bylaws may prescribe.

Section 10. Immediate Past President. The Immediate Past-President has served the past year as President. The term is one (1) year, unless the current council President is re-elected to a second consecutive term, with no concurrent held elected office. The duties begin immediately upon transference of power following the annual elections.

(a) These duties include:

(i) Serve as a voting member and Officer.

(ii) At the discretion of the Council, serve as Chair of a nominating committee for the following year's election of Officers. This includes informing nominees of the election process.

(iii) Serve as resource to the President and Officers on matters specific to the organization.

(iv) At the discretion of the Council, serve as Chair of a Project Review Committee.

Section 11. Vice-President. In the absence of the President, the Vice President shall perform all duties of the President and any other duties assigned. The Vice-President shall have such other powers and duties as the Council or the Bylaws may prescribe.

Section 12. Secretary.

(a) The Secretary shall keep or cause to be kept, at the Council's principal office, or such other place as the Council may direct, a book of minutes of all meetings, proceedings, and actions of the Council, of the Officers, and committees; and a copy of the Articles of Incorporation and Bylaws, as amended to date.

(b) The Secretary shall maintain or cause to be maintained a complete and accurate list of the names and contact numbers of all member Directors and alternates at the principal office of the Council. It shall be subject to inspection by any member for any proper purpose.

(c) The Secretary shall give, or cause to be given, notice of all meetings of the Council, of the Officers, and of the committees of the Council as required by these Bylaws and perform such other duties as the Council may prescribe.

Section 13. Treasurer.

(a) The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and accounts of the Council's properties and transactions. The Treasurer shall send or cause to be given to the Officers and to the Council such financial statements and reports as are required by law, by these Bylaws, or by the Council. The books of account shall be open to inspection by any Council member at all reasonable times. Members of the public shall have those

rights to inspect corporate records provided to them under the Public Records Act (Government Code Section 6250 et. seq.) of the State of California.

(b) The Treasurer shall deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the Council with such depositories as the Council may designate. The Treasurer shall disburse the Council's funds as the Council may order and shall make or cause to be made all filings required by State and Federal law. The Treasurer shall render to the President and the Council, when requested, an account of all transactions as Treasurer and of the financial condition of the Council, and shall have such other powers and perform such other duties as the Council or the Bylaws may prescribe.

ARTICLE VI: COMMITTEES

Section 1. Council Committees. The Council, by resolution adopted by a simple majority of the Council Directors, provided a quorum is present, may create one or more Council committees, each consisting of at least one Director to serve at the pleasure of the Council. Appointments to Council committees shall be by a simple majority of the Directors then present. The Council may appoint one or more Directors as alternate members of any such Council committee, who may temporarily replace any absent committee member at any meeting. Any such Council committee, to the extent provided in the Council resolution, shall report its findings and recommendations to the full Council for action. Minutes shall be kept at each meeting of any Council committee and shall be filed with the Council records.

Section 2. 5C Program Executive Committee. The Council will establish and maintain a 5C Executive Committee in addition to the Council's Board of Directors to guide implementation of the 5C Program. The 5C Executive Committee shall consist of one member of the Board of Supervisors, or their designee, from each of the Counties of Del Norte, Humboldt, Mendocino, Siskiyou and Trinity as well as the Chairperson, President, or designee, of the Council. In the case of Del Norte, Humboldt and Trinity Counties , the representative on the 5C Executive Committee shall be the same person who sits on the Board of Directors of the RC&D Council and that Director's designated alternate on the 5C Executive Committee shall be the designated alternate to the RC&D Council.

ARTICLE VII: ENGAGEMENT OF THE PUBLIC

Section 1. Membership notification. Members shall be notified in writing at least seven days and not more than thirty days before each regular meeting and the annual meeting of the Council.

Section 2. Community notification. Press Releases of Council meetings, activities and programs may be distributed to area newspapers prior to each regular meeting of the Council.

Section 3. Public Workshops. The public shall be invited to participate in portions of regular Council meetings and in any Council sponsored workshops that may be

held throughout the Area.

ARTICLE VIII: FINANCIAL REQUIREMENTS AND DUES

Section 1. Fiscal Year. The Council fiscal year shall be from July 1 through June 30 of the following year.

Section 2. Funds. Each year the Council shall estimate the amount of monies needed to operate the corporation. No later than April 1, a preliminary budget for the fiscal year will be developed for submission to the Directors at the July meeting.

Section 3. Dues. Annual dues will not be assessed to member Directors of the Northwest California RC&D.

ARTICLE IX: PARLIAMETARY PROCEDURE

The current edition of *Roberts Rules of Order* shall be the final authority in all questions of parliamentary procedure when such rules are not inconsistent with RC&D program regulations or these Bylaws.

ARTICLE X: INDEMNIFICATION OF COUNCIL MEMBERS, OFFICERS, EMPLOYEES AND OTHER AGENTS AND INSURANCE

Section 1. Right of Indemnity.

(a) To the fullest extent permitted by law, the Council may indemnify its members, Officers and employees, and other persons described in Section 5238(a) of the California Corporations Code, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that Section, and including an action by or in the right of the Council, by reason of the fact that the person is or was a person described in that Section. "Expenses," as used in these Bylaws, shall have the same meaning as in Section 5238(a) of the California Corporations Code.

(b) On written request to the RC&D Council any person seeking indemnification under Corporations Code Section 5238(b) or Section 5238(c), the Council shall promptly decide under Corporations Code Section 5238(e) whether the applicable standard of conduct set for in the Corporations Code Section 5238(b) or Section 5238(c) has been met; and, if so, the Council shall authorize indemnification. If the Council cannot authorize indemnification, because of the number of Officers who are parties to the proceeding with respect to which indemnification is sought prevents the formation of a quorum of Officers who are not parties to that proceeding, the Council shall promptly call a meeting of members. At that meeting, the Directors shall determine under Corporations Code Section 5238(e) whether the applicable standard of conduct has been met and, if so, the members shall authorize indemnification.

(c) To the fullest extent permitted by law and except as otherwise determined by the Council in a specific instance, expenses incurred by a person seeking indemnification under Article XI of these Bylaws in defending any proceeding covered by that article shall be advanced by the Council before final disposition of the proceeding, on receipt by the Council of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately found that the person is entitled to be indemnified by the Council for those expenses.

Section 2. Insurance. The Council shall purchase and maintain insurance, specifically but not limited to errors and omissions insurance, on behalf of its members, Officers, employees, and other agents, to cover any liability asserted against or incurred by any member, Officer, employee, or agent in such capacity or arising from the member's, Officer's, employee's, or agent's status as such.

Article XI: RECORDS AND REPORTS

Section 1. Maintenance of Council Records. The Council shall keep

- (a) adequate and correct books and records of accounts; and
- (b) written minutes of the proceedings of the Council and Council committees.

Section 2. Inspection by Members.

(a) On request to the Council, any member may inspect, copy, and make extracts of the accounting books and records and the minutes of the proceedings of the Council, the Officers, and Council committees at any reasonable time for a purpose reasonably related to the member's interest as a member. Any such inspection and copying may be made in person or by the member's agent or attorney.

(b) The Council shall keep at its principal California office the original or a copy of the Articles of Incorporation and Bylaws, as amended to the current date, which shall be open to inspection by the members at all reasonable time during office hours.

Section 3. Inspection by Council Officers. Every Officer shall have the absolute right at any reasonable time to inspect the Council's books, records, documents of every kind, physical properties, and the records of each of its subsidiaries. The inspection may be made in person or by the Officer's agent or attorney. The right of inspection includes the right to copy and make extracts of documents.

Section 4. Annual Statement of Certain Transactions and Indemnification.

Following the end of the Council's fiscal year, the Council shall prepare and furnish to each Officer an annual report for distribution at the September annual meeting. That report shall contain the following information, in appropriate detail:

(a) The assets and liabilities, including the trust funds, of the Council as of the end of the fiscal year; the principal changes in assets and liabilities, including trust funds; the Council's revenue or receipts, both unrestricted and restricted to particular

purposes; the Council's expenses or disbursements for both general and restricted purposes; an independent accountant's report or, if none, the certificate of an authorized officer of the Council that such statements were prepared without audit from the Council's books and records.

(b) A statement of any transaction

(i) in which the Council, its parent, or its subsidiary was a party;

(ii) in which an "interested person" had a direct or indirect material financial interest; and

(iii) which involved more than \$50,000, or one of a number of transactions with the same interested person involving, in the aggregate, more than \$50,000. For this purpose, an "interested person" is any Officer of the Council, its parent, or subsidiary (but mere common membership shall not be considered such an interest). The statement shall include a brief description of the transaction, the names of interested persons involved, their relationship to the Council, the nature of their interest in the transaction and, if practicable, the amount of that interest, provided that if the transaction was with a partnership in which the interested person is a partner, only the interest of the partnership need be stated.

(c) A statement of any indemnification or advances aggregating more than \$10,000 paid during the fiscal year to any Officer of the Council under Article XI of these Bylaws, unless indemnification has already been approved by the members.

ARTICLE XII: AMENDMENT AND REPEAL, DISSOLUTION, or SALE OF ASSETS

Section 1. Amendment and Repeal.

(a) New Bylaws may be adopted, or these Bylaws may be amended or repealed, by approval of two-thirds of the Directors who vote at a meeting held for such purpose or by written ballot.

(b) Notification of proposed changes to these Bylaws must be submitted in writing to voting Council Directors one (1) month before a vote is scheduled.

(c) These Bylaws may be amended by a two-thirds vote of the Directors at any

regular or special meeting called for this purpose.

Section 2. Dissolution and Sale of Assets. The Council may not dissolve, dispense of substantially all of its assets, or merge, except upon approval of two-thirds of the Directors who vote at a meeting held for such purpose or by written ballot.

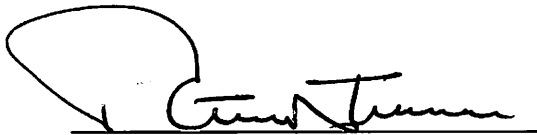
ARTICLE XIII: CONSTRUCTION AND DEFINITIONS

Unless the context requires otherwise, the general provisions, rules of construction and definitions in the California Nonprofit Corporation Law shall govern the construction of these Bylaws.

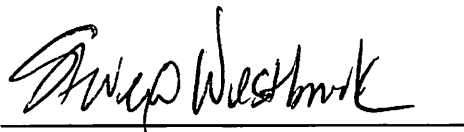
CERTIFICATE OF SECRETARY

We certify that we are the duly elected and acting President and Secretary of the Northwest California Resource Conservation and Development Council, a California corporation, that the foregoing Bylaws, consisting of 12 pages, are the Bylaws of this Corporation as adopted by the Council on November 27, 2006 and that they have not been amended or modified since that date.

Executed on 05/13/09 at Crescent City, California



Patrick Truman, President



Steven Westbrook, Secretary

TCRCD CEQA Overview

CEQA is the California Environmental Quality Act. It is required for projects of the state, including those that use state funding or take place within the State Responsibility Area. As a division of the State Government, TCRCD is able to serve as a CEQA lead agency and make CEQA determinations.

NEPA is the National Environmental Policy Act. It is required for actions of the Federal Government, including the use of federal funds or actions on federal lands. TCRCD cannot make NEPA determinations, although it can assist with the preparation of NEPA documents as a third party. Said documents would still be reviewed and filed by a federal agency such as Shasta-Trinity National Forest.

Does CEQA = NEPA??

-Under NEPA, a CEQA document can only be used to satisfy NEPA requirements if a federal agency assisted in the preparation of the CEQA document and determined it to satisfy all federal requirements.

-Under CEQA, a NEPA document can be used if it is prepared prior to the time the CEQA document would be prepared and complies with CEQA requirements. For a NEPA EIS to be used as a CEQA EIR, a few CEQA-specific discussion areas must be added.

CEQA is only required for “projects,” but what is a project? From CalTrans CEQA fact sheet:

CEQA applies to “projects.” A “project” is defined as any action that will result in a physical change to the environment. A project must require the exercise of discretion by the public agency. A ministerial action is one which does not require the exercise of discretion. Examples include the issuance of building permits and or the approval of final subdivision maps. CEQA does not apply to ministerial acts. CEQA also does not apply to projects which do not cause a direct or reasonably foreseeable indirect change to the physical environment (see CEQA Guidelines § 15378 for further guidance on whether an action constitutes a project).

Under CEQA, there are three general types of documents.

1. **Exemptions:** this is a determination that a project is exempt from CEQA.
 - a. Many exemptions are “Categorical Exemptions,” meaning that they fit into a category specifically excluded in the CEQA guidelines.
 - i. For fuels reduction projects, we generally use a Categorical Exemption: Class 4, Minor Alterations to Land, Section 15304 of the CEQA regulations. The language is as follows: *Class 4 consists of minor public or private alterations in the condition of land, water, and/or vegetation which do not involve the removal of healthy, mature, scenic trees except for forestry and agricultural purposes.*
 - ii. Full language here: <https://casetext.com/regulation/california-code-of-regulations/title-14-natural-resources/division-6-resources-agency/chapter-3-guidelines-for-implementation-of-the-california->

[environmental-quality-act/article-19-categorical-exemptions/section-15304-minor-alterations-to-land](#)

- iii. Both non-ground-disturbing projects and projects with minor ground disturbance can fit in the NOE category. For our fuels projects, ground disturbance from burning or mastication means we must complete archaeological review, but this is still within the scope of a category 4 exemption.
 - iv. If something that might be significantly impacted by the project is discovered in preparing the exemption, we have the choice to modify the project and prevent impacts *or* to bring it to a higher level of analysis.
 - b. Other exemptions are statutory, meaning that they have specifically been determined exempt by the legislature.
 - c. Other exemptions are “General Rule” exemptions, which are for projects that do not fit into the other categories but do not have potential to cause significant impact and therefore do not require CEQA analysis.
 - d. When a project is determined exempt, TCRCD as the lead agency files a Notice of Exemption with the state clearinghouse. This begins a 35-day statute of limitations during which project opponents could file legal challenge.
2. **Initial Studies/Negative Declarations/Mitigated Negative Declarations** are used when the project’s impacts are unknown or it is anticipated that any known impacts can be mitigated to a less-than-significant level.
- a. An “Initial Study” is prepared analyzing the impact to individual resources
 - b. If it is shown that there will be no significant impacts, a Negative Declaration is prepared.
 - c. If there may be impacts but they can be mitigated to “less than significant,” a Mitigated Negative Declaration can be prepared.
 - i. In the context of fuels reduction projects, we might use an ND or MND for a large project that does not fit under a Class 4 exemption. For the McConnell Foundation project, a MND will be used: the acreage is significantly larger than most of our projects, and treatments include substantial machine work and some removal of large trees. This means that we will need to do more in-depth studies than would be required for an NOE, such as spotted owl surveys and pedestrian archaeological surveys.
 - d. If there are impacts that cannot be mitigated to less than significant, an EIR must be prepared (see below).
 - e. The IS and ND or MND must be made public for a 30-day review and comment period prior to adoption
3. **Environmental Impact Reports** are used when a project may or will have impacts in one or more resource areas that are considered significant. It includes extra steps such as analysis of any viable alternatives to the proposed project. A draft EIR must be circulated for a 45-day review period, and relevant comments received during this period and responses to them are incorporated into the final EIR.

- a. An EIR has generally not been required for fuels reduction actions taken by TCRCD, due to the insignificant impacts of fuels reduction projects. An example EIR in this space is the Cal VTP Programmatic EIR prepared by CAL FIRE. This project required an EIR because it is meant to be used for projects all over the state across a large number of acres, so some impacts are not completely avoidable.
4. When a Negative Declaration, Mitigated Negative Declaration, or an EIR is prepared and the project is approved, a Notice of Determination (NOD) must be filed with the California State Clearinghouse. The NOD must be filed within five working days of project approval (which is typically when the Project Report or equivalent is approved by the District Director or designee). The NOD begins a 30-day statute of limitations within which a project opponent may file a legal challenge. If a valid NOD is not filed, the statute of limitations is extended to 180 days after which a reasonable person would know of the project's approval.

Notification of Nominations – 2023 Election
SDRMA Board of Directors

RECEIVED
JAN 20 2023

BY:

January 18, 2023

Mr. Mike Rourke
Chairman
Trinity County Resource Conservation District
Post Office Box 1450
Weaverville, California 96093-1450

Dear Mr. Rourke:

Notice of Nominations for the Special District Risk Management Authority (SDRMA) Board of Directors 2023 Election is being provided in accordance with the SDRMA Sixth Amended and Restated Joint Powers Agreement. The following nomination information has been posted to the SDRMA website: Nomination Packet Checklist, Board of Director Fact Sheet, Nomination/Election Schedule, SDRMA Election Policy No. 2022-06, Sample Resolution for Candidate Nomination and Candidate Statement of Qualifications.

General Election Information - Three (3) Directors seats are up for election. The nomination filing deadline is Monday, May 1, 2023. Nomination submissions must be received by 4:30 pm at the SDRMA office on May 1, 2023, in original format with wet signatures. *Digital/Electronic signatures will not be accepted.* Ballots will be mailed to all SDRMA member agencies in mid-May. Mail-in ballots will be due Tuesday, August 8, 2023.

Nominee Qualifications - Nominees must be a member or the agency's governing body or full-time management employee (see SDRMA Election Policy 2022-06, Section 4.1) and be an active member agency of both SDRMA's property/liability and workers' compensation programs. Candidates must be nominated by resolution of their member agency's governing body and complete and submit a "Statement of Qualifications".

Nomination Documents and Information - Nomination documents (Nominating Resolution and Candidates Statement of Qualifications) and nomination guideline information may be obtained on SDRMA's website at www.sdrma.org. To obtain documents electronically:

From the SDRMA homepage, click on the "2023 Nomination & Election Information" button. All necessary nomination documents and election information may be downloaded and printed.



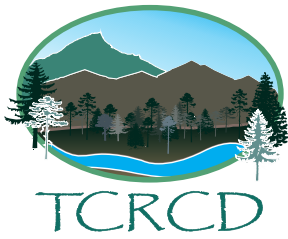
Nomination Filing Deadline – Nomination documents must be received in SDRMA’s office no later than 5:00 P.M. on Monday, May 1, 2023.

Please do not hesitate to contact us memberplus@sdrma.org or 800-537-7790, if you have any questions regarding the 2023 SDRMA Board of Director Nominations or the election process.

Sincerely,
Special District Risk Management Authority

A handwritten signature in blue ink, which appears to read 'Ellen Doughty', is placed below the typed name.

Ellen Doughty, ARM
Chief Member Services Officer



Trinity County Resource Conservation District

Post Office Box 1450 · 30 Horseshoe Lane · Weaverville, CA 96093-1450

February 15, 2023

Trinity County Board of Supervisors
c/o Liz Hamilton & Letty Garza
Interim County Administrative Officer & Clerk of the Board
PO Box 1613
Weaverville, CA 96093

Dear Supervisors,

On behalf of the Trinity County Resource Conservation District (District), we would like to offer you our sincere gratitude for your consideration and allocation of \$200,000 of the County's \$2.4M appropriation from the American Rescue Plan Act's (ARPA)'s Coronavirus Local Fiscal Recovery Fund. This investment by the County to assist our District's unmet needs stemming from the COVID-19 pandemic has gone a very long way towards making us financially whole. We realize that the County's own needs have been great, particularly coming out of such an unprecedented and difficult time that we have collectively experienced over the past several years. We very much appreciate this assistance, which has helped the District address some of its more immediate financial obligations incurred during the 2020 COVID shutdown.

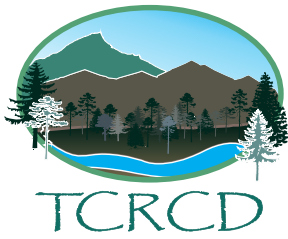
As you will recall from the discussion of this topic at the Board of Supervisors meeting on January 18, 2023, the County only had approximately \$263,000 in remaining ARPA funding at that time, and it was decided at that meeting that the County would invest an initial \$200,000 from that source to assist the District. Kelly Sheen, District Manager of the Trinity County RCD, also described that, while this was a greatly appreciated offer, the actual loss of revenues suffered by the District in 2020 was over \$450,000. Since the District's original request for assistance in April 2022, an additional \$4.8M has become available to the County in addition to the ARPA funding through the Local Assistance and Tribal Consistency Fund, and Supervisor Gogan recommended that the District's remaining shortfall could be appropriated from that new source of COVID relief if it were the will of the Board.

To date, the District has experienced \$455,481.42 in revenue losses due to the state shutdown and \$172,909.73 in pandemic-related expenditures eligible under the ARPA's Section 9901, Coronavirus State and Local Fiscal Recovery Funds. Unfortunately, special districts were not directly included in Coronavirus Relief Fund allocations to state and local governments. While the 2021-2022 State Budget provided some COVID relief to California's special districts, and even after the County's initial infusion approved on January 18, the District still has \$267,391.15 in unmet needs to become fiscally whole again post-pandemic.

As a reminder, the District operates with no base tax funding, but instead brings millions of dollars into Trinity County each year in the form of state and federal grants. The District currently employs a significant local work force of approximately forty individuals who support families and the Trinity County economy. It is the District's mission to provide many valuable services to all our communities throughout the County, including fuels reduction and wildfire mitigation, post-fire restoration and recovery efforts, post-landslide restoration and revegetation along highways, and ecological, watershed, and infrastructure rehabilitation. These essential efforts protect the lives and property of our fellow residents, as well as the water, land, wildlife, and resources of our beautiful county. As Mr. Sheen

·Your Local Conservation District·

Telephone (530) 623-6004 · Fax (530) 623-6006 · www.tcrkd.net



Trinity County Resource Conservation District

Post Office Box 1450 · 30 Horseshoe Lane · Weaverville, CA 96093-1450

brought to your attention during that discussion on January 18, the many benefits of an investment in the District will **greatly** outweigh its cost to the County.

We look forward to working with you and your staff on this issue, and very much appreciate your consideration. Please contact Kelly Sheen at ksheen@tcrd.net or 530-623-6004 x202 to speak further about this request to help the District continue providing essential public services to our communities.

Thank you again for your support,

Mike Rourke, Chair of the Board of Directors

Kent Collard, Vice Chair of the Board

Josh Brown, Secretary of the Board

Mary Ellen Grigsby, Board Member

John Ritz, Board Member

Kelly Sheen, District Manager

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: Trinity

P.O. Box 1215

Weaverville, CA 96093

From: (Public Agency): _____
Trinity County Resource Conservation District (TCRCD)
30 Horseshoe Lane Weaverville, CA 96093

(Address)

Project Title: Trinity Resource Advisory Committee-Suzy Q Invasive Removal Project

Project Applicant: Trinity County Resource Conservation District

Project Location - Specific:

Hawkins Bar, Trinity County, CA, 40°53'01.5"N 123°31'48.6"W

Project Location - City: Hawkins Bar Project Location - County: Trinity

Description of Nature, Purpose and Beneficiaries of Project:

This is a noxious weed management project that includes the removal of Scotch broom (*Cytisus scoparius*) in the neighborhood of Suzy Q, located on private land in Hawkins Bar in northwest Trinity County, CA. The proposed treatment will consist of manual removal of Scotch Broom with the use of weed wrenches and via hand-pulling. The purpose of the project is to help enhance biodiversity and reduce the risk of wildfire severity to residential structures and the surrounding environment.

Name of Public Agency Approving Project: Trinity County Resource Conservation District

Name of Person or Agency Carrying Out Project: Sophia Sady, DBA SproutLife

Exempt Status: (check one):

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: Section 15304; Minor Alterations to Land
- Statutory Exemptions. State code number: _____

Reasons why project is exempt:

The project will not have a significant impact on any of the resource categories subject to CEQA review. Project implementation will not result in the take of rare, threatened, or endangered plant or animal species, nor will it result in sedimentation of surface waters. No exceptions apply which would preclude the use of a categorical exemption.

Lead Agency

Contact Person: Kelly Sheen Area Code/Telephone/Extension: 530-623-6004

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ Date: _____ Title: _____

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

Environmental Review Report for an Exempt Project

Note: This report form is intended for use to document a limited environmental impact analysis supporting the filing of a notice of exemption document for a proposed project. Although the project appears to fit within the descriptions for allowable categorical exemptions, this report presents the project proponent's review for possible exceptions that would preclude finding the project to be categorically exempt as discussed in CEQA Guidelines Section 15300.2. This report will be filed with the CEQA administrative record for this project to document the environmental impact analysis conducted by the project proponent.

Author:	Annie Barbeau (Trinity County Resource Conservation District)
Title:	Revegetation Program Manager
Address:	30 Horseshoe Lane, Weaverville, CA 96093
Phone:	530-623-6004 x 8
Email:	abarbeau@tcrd.net

Project Name:	Trinity Resource Advisory Committee-Suzy Q Invasive Removal Project		
Program Type:	Noxious Weed Management		
County:	Trinity		
Acres:	< 1 acre		
Legal Location:	Township 6N, Range 6E Section 20		
Name of USGS 7.5' Quad Map(s):	Salyer		
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Project Vicinity Map Attached	Project Location Map Attached	Photos Attached

Other Public Agency Review or Permit Required:		
Would the project result in:	YES	NO
Alterations to a watercourse (DFW - Lake and Stream Alteration Agreement)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Conversion of timberland (CAL FIRE - Conversion Permit or Exemption)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Demolition (Local Air District - Demolition Permit)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Soil disturbance over 1 acre (RWQCB - SWPPP)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fill of possible wetlands (404 Permit - USACE)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other:	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Discuss any above-listed topic item checked Yes and consultation with agencies:		

Project Description and Environmental Setting (describe the project activities, project site and its surroundings, its location, and the environmental setting):
<p>Sophia Sady, DBA SproutLife, will lead noxious weed removal within the community of Suzy Q in Hawkins Bar, Trinity County. Sophia and community residents will be implementing the work. The project will entail the treatment of Scotch broom (<i>Cytisus scoparius</i>), yellow star-thistle (<i>Centaurea solstitialis</i>), Himalayan blackberry (<i>Rubus armeniacus</i>), and tree-of-heaven (<i>Ailanthus altissima</i>). The CEQA Notice of Exemption associated with this document will cover the private ownership portion of the treatment area, which only includes Scotch broom near and alongside Suzy Q Rd. Equipment that will be utilized includes weed wrenches and weed whackers. All removed noxious weed biomass will be stored and contained on private property and off Forest Service land. Weeds will be eliminated through private party burning activities away from flammable materials. Burning will only occur on burn days approved by the North Coast Regional Quality Control Board. Burn permit fees are allocated in the proposed project budget and will be obtained prior to any burning activities. The Scotch broom population that will be treated makes up a total of 3.34 acres; however, the actual treated area will be restricted to where individual plants are to be removed, resulting in less soil disturbance than 3.34 acres (< 1 acre). Project area boundaries are exhibited in Figures 1-2.</p> <p>Suzy Q is a small rural community located in Hawkins Bar, CA near the Trinity River in northwest Trinity County. The vegetative community is dominated by canyon live oak, green-leaf manzanita, and tanoak.</p>

Environmental Impact Analysis

Aesthetics

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

This section does not apply as the proposed treatment area will likely improve aesthetically by removing populations of the noxious weed Scotch broom, allowing for a more diverse vegetative community. No adverse effect to aesthetics is anticipated.

Agriculture and Forest Resources

- This topic does not apply to this project and was not evaluated further.
- Yes No Would any trees be felled? If yes, discuss protection of nesting birds, if necessary.
- Yes No Would the project convert any prime or unique farmland?
- Yes No Would the project result in the conversion of forest land or timberland to non-forest use?
- This topic could apply to this project, and results of the assessment are provided below:

This section does not apply to this project. There will be no trees felled, no conversion of farmland, nor any conversion of forestland to non-forest use. No effect is anticipated as a result of this project.

Air Quality

- This topic does not apply to this project and was not evaluated further.
- Yes No The local Air Quality Management District guidelines for dust abatement and other air quality concerns were reviewed for this project.
- This topic could apply to this project, and results of the assessment are provided below:

This section does not apply to this project. Burning of Scotch broom waste will only occur on burn days approved by the North Coast Regional Quality Control Board. No long-term impacts on air quality are expected; therefore, no adverse effect is anticipated as a result of this project.

Biological Resources

- This topic does not apply to this project and was not evaluated further.
- Yes No Will the project potentially effect biological resources?
- Yes No Was a current California Natural Diversity Database review completed? Results discussed below:
- Yes No Was a biological survey of the project area completed? Results discussed below:
- This topic could apply to this project, and results of the assessment are provided below:

Queries of the California Natural Diversity Data Base (CNDDDB) were conducted in February 2023. Nine quads were included in the query: Salyer, Hoopa, Tish Tang, Willow Creek, Denny, Grouse Mountain, Hennessy Peak, and Ironside Mountain to determine the potential occurrence of federal and state listings of rare, endangered, threatened, proposed endangered, or proposed threatened species.

The nine-quad search centered on the project area generated an occurrence report of plant and animal species. One plant species was listed as “Rare” (see Table 1). Eight animal species were listed as “Proposed Threatened,” “Threatened,” or “Endangered” (see Table 2).

Table 1. Federal and state listed plant species.

Scientific Name	Common Name	Fed List	Cal List	Rare Plant Rank
<i>Bensoniella oregona</i>	bensoniella	None	Rare	1B.1

Table 2. Federal and state listed animal species:

Scientific Name	Common Name	Fed List	Cal List
<i>Gulo</i>	wolverine	Proposed Threatened	Threatened
<i>Haliaeetus leucocephalus</i>	bald eagle	Delisted	Endangered
<i>Martes caurina humboldtensis</i>	Humboldt marten	Threatened	Endangered
<i>Monadenia infumata setosa</i>	Trinity bristle snail	None	Threatened
<i>Oncorhynchus mykiss irideus</i> pop. 48	steelhead - northern California DPS summer-run	Threatened	Endangered
<i>Oncorhynchus mykiss irideus</i> pop. 49	steelhead - northern California DPS winter-run	Threatened	None
<i>Oncorhynchus tshawytscha</i> pop. 30	chinook salmon - upper Klamath and Trinity Rivers ESU	Candidate	Threatened
<i>Rana boylei</i>	foothill yellow-legged frog	None	Endangered

For each species above, habitat attributes were identified and analyzed to determine the likelihood of their actual presence within the project area. Consideration was also given to the proposed project activities and the likelihood of any significant adverse impacts to any listed or non-listed species as a result of those activities.

Plants:

benioniella (*Bensoniella oregona*) – This species occurs above elevations of 3,018 ft., exceeding the elevation of the treatment area location. The highest elevation in the treatment area is approximately 680 ft.

Animals:

wolverine (*Gulo gulo*) – This species generally occurs in coniferous forests with very low human development, cold temperatures, and high elevations. The treatment area is located within a residential area, with a relatively low elevation, and warm temperatures in the summer. Occurrences of this species are unlikely. The proposed project activities will have no significant impact.

bald eagle (*Haliaeetus leucocephalus*) – The project area is within the species range; however, activities will not have an effect on tree canopy or potential nesting sites. No nests were observed during the site visit. The proposed project activities will have no significant impact.

Humboldt marten (*Martes caurina humboldtensis*) – The preferred habitat for this species consists of large continuous patches of old-growth, conifer-dominated forests with dense shrub layers. If individuals of this species were to inhabit the area, the treatment would have no significant impact.

Trinity bristle snail (*Monadenia infumata setosa*) – Treatment in this area is not suitable habitat for this species, as it thrives in leaf litter primarily consisting of deciduous leaves. The proposed project activities will have no significant impact.

steelhead - northern California DPS summer-run (*Oncorhynchus mykiss irideus* pop. 48) - This aquatic species does not have suitable habitat within the project area. The proposed project activities will have no significant impact.

steelhead - northern California DPS winter-run (*Oncorhynchus mykiss irideus* pop. 49) - This aquatic species does not have suitable habitat within the project area. The proposed project activities will have no significant impact.

chinook salmon - upper Klamath and Trinity Rivers ESU (*Oncorhynchus tshawytscha* pop. 30) - This aquatic species does not have suitable habitat within the project area. The proposed project activities will have no significant impact.

foothill yellow-legged frog (*Rana boylei*) - This aquatic species does not have suitable habitat within the project area. The proposed project activities will have no significant impact.

No adverse impacts on biological resources are anticipated.

Cultural Resources/Tribal Cultural Resources

- This topic does not apply to this project and was not evaluated further.
- Yes No Was a current archaeological records check completed? Results discussed below:
- Yes No Was a professional archaeologist consulted? Results discussed below:
- Yes No Was an archaeological survey of the project area completed? Results discussed below:
- Yes No Will the project effect any historic, archaeological or tribal cultural resources?
- This topic could apply to this project, and results of the assessment are provided below:

No impacts on cultural or tribal cultural resources are anticipated.

Energy

- This topic does not apply to this project and was not evaluated further.
 This topic could apply to this project, and results of the assessment are provided below:

This section does not apply to this project as the proposed treatments will not affect energy efficiency. No energy will be produced or altered, and the project will not result in unnecessary energy consumption. No effect on energy is anticipated.

Geology and Soils

- This topic does not apply to this project and was not evaluated further.
 This topic could apply to this project, and results of the assessment are provided below:

The proposed project should not result in significant adverse impacts on slope stability or soil productivity. The project area is located primarily on flat ground, and soil disturbance will be limited to localized areas where individual Scotch broom plants are located. Heavy equipment will not be utilized for this project.

No significant impacts related to geology and soils are anticipated.

Greenhouse Gas Emissions

- This topic does not apply to this project and was not evaluated further.
 Yes No Would the project generate significant greenhouse gas (GHG) emissions?
 Yes No Would these GHG emissions result in a significant impact on the environment? Discuss below:
 Yes No Would the project conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases? Discuss below:

Any soil disturbance that would occur during the implementation of the proposed project would not produce a significant amount of GHG emissions. Scotch broom is a flashy fuel that increases the risk and severity of wildfires; its removal reduces the probability of catastrophic wildfires and protects habitable structures within the area. The proposed project would not result in significant adverse impacts associated with increased GHG emissions but would potentially prevent them in the future.

No significant impacts related to GHG emissions are anticipated.

Hazards and Hazardous Materials

- This topic does not apply to this project and was not evaluated further.
 This topic could apply to this project, and results of the assessment are provided below:

No significant impacts related to hazards or hazardous materials are anticipated.

Hydrology and Water Quality

- This topic does not apply to this project and was not evaluated further.
 Yes No Will the project potentially affect any watercourse or body of water?
 This topic could apply to this project, and results of the assessment are provided below:

No impacts to hydrology and water quality are anticipated.

Land Use and Planning

- This topic does not apply to this project and was not evaluated further.
 This topic could apply to this project, and results of the assessment are provided below:

This section does not apply as the project will not change or conflict with any land use plan, policy, or regulation. No effect is anticipated.

Mineral Resources

- This topic does not apply to this project and was not evaluated further.
 This topic could apply to this project, and results of the assessment are provided below:

This section does not apply as there are no known mineral resources found within the treatment area. No effect is anticipated.

Noise

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

This section does not apply; no impact related to noise is anticipated.

Population and Housing

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

This section does not apply as project components are not related to population and housing. No effect is anticipated.

Public Services

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

This section does not apply as project components will not impact or change any public services. No effect is anticipated.

Recreation

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

This project is occurring on private land. No impacts to recreation are anticipated.

Transportation and Traffic

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

No impacts to transportation and traffic are anticipated.

Utilities and Service Systems

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

There is one PG&E utility line located within the project area near the Scotch broom population. No work will be carried out in this area if any utility work or maintenance is scheduled.

No impacts to utilities and service systems are anticipated.

Wildfire

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

Removing flashy fuels such as Scotch Broom reduces the risk and severity of wildfires. Weed biomass will be eliminated through private-party burning activities away from flammable materials. Burning will only occur on burn days approved by the North Coast Regional Quality Control Board. No adverse impacts related to wildfire are anticipated.

Changes Made to Avoid Environmental Impacts:

No changes to the project proposal are necessary.

Mandatory Findings of Significance:	YES	NO
(a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal, or eliminate important examples of the major periods of California history or prehistory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b) Does the project have impacts that are individually limited, but cumulatively considerable? "Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probably future projects.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Justification for Use of a Categorical Exemption (discuss why the project is exempt, cite exemption number(s), and describe how the project fits the class):
 The proposed project qualifies for a Categorical Exemption under CEQA Guidelines Section 15304. Pursuant to Section 15304, Class 4 consists of minor private alterations of vegetation which do not involve removal of healthy, mature, scenic trees.
 A field review by Trinity Resource Conservation District staff confirmed that no exceptions apply which would preclude the use of a Notice of Exemption for this project. The project consists of minor treatments to land and vegetation by removing Scotch broom to improve biodiversity and reduce the impacts of potential wildfires. The activities do not result in the taking of endangered, rare, or threatened plant or animal species, or sedimentation to surface waters. The District has concluded that no significant environmental impact would occur to aesthetics, agriculture and forestland/timberland, air quality, biological resources, cultural resources, geology and soils, greenhouse gas emissions, hazards and hazardous materials, hydrology and water quality, land use planning, mineral resources, noise, population and housing, public services, recreation, transportation/traffic, utilities and service systems, or wildfire.

Conclusion:

After assessing potential environmental impacts and evaluating the description for the various classes of categorical exemptions to CEQA, the project proponent has determined that the project fits within one or more of the exemption classes and no exceptions exist at the project site which would preclude the use of this exemption. The project proponent considered the possibility of (a) sensitive location, (b) cumulative impact, (c) significant impact due to unusual circumstances, (d) impacts to scenic highways, (e) activities within a hazardous waste site, and (f) significant adverse change to the significance of a historical resource. A notice of exemption will be filed.

After assessing potential environmental impacts and evaluating the description for the various classes of categorical exemptions to CEQA, the project proponent has determined that the project does not fit within the description for the various exemption classes or has found that exceptions exist at the project site that precludes the use of a categorical exemption for this project. Additional environmental review will be conducted and the appropriate CEQA document used may be a negative declaration or a mitigated negative declaration.

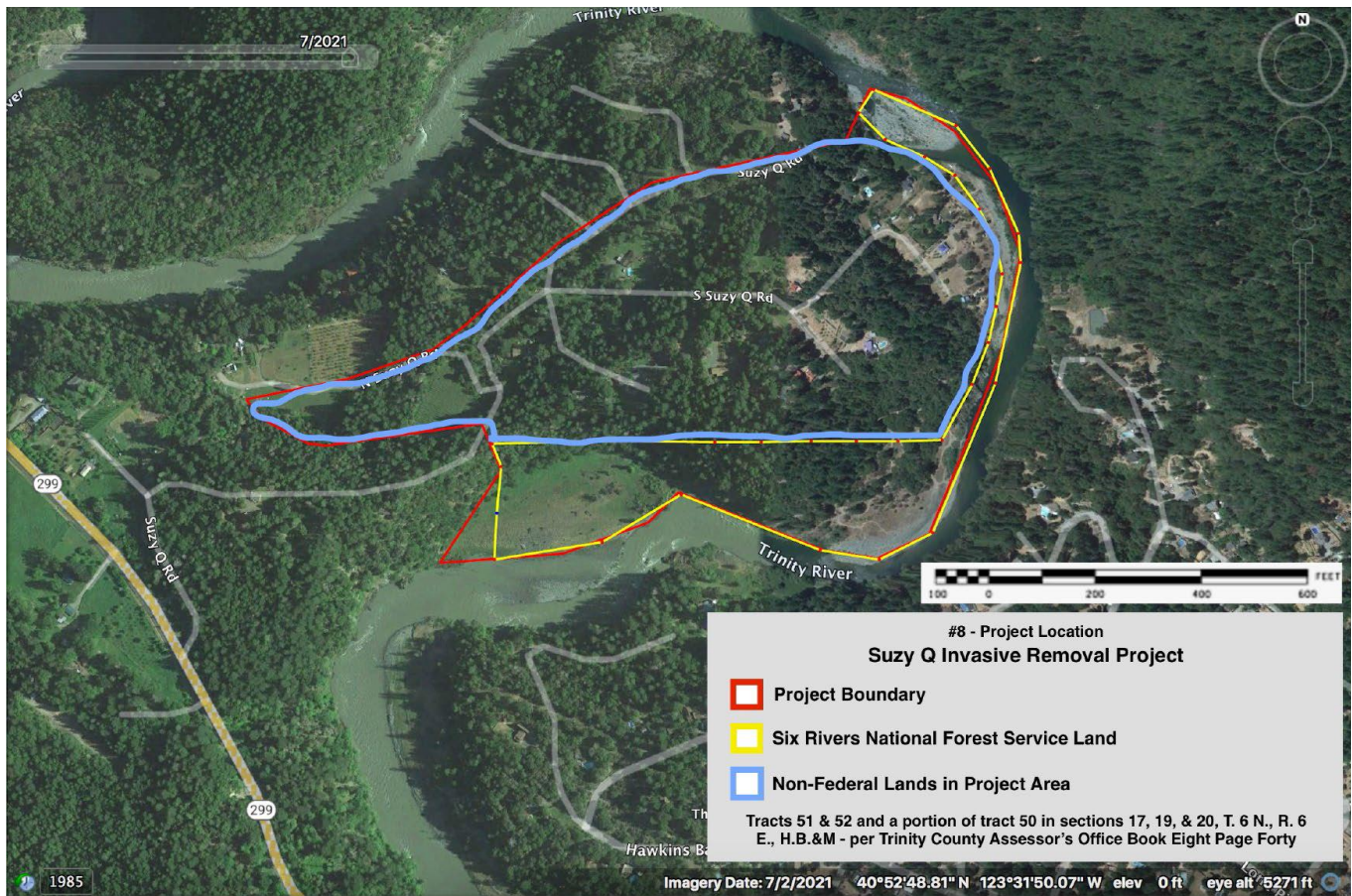


Figure 1. Project boundaries with private land outlined in blue. Only private land is relevant for this environmental review.



Figure 2. The Scotch broom (*Cytisus scoparius*) population boundary is represented by the bright green polygon. Yellow star-thistle, represented by the bright yellow polygon, is not associated with this environmental review.