



MINUTES  
9AM May 10, 2022  
via videoconference

CALL MEETING TO ORDER: President Harry Lyons called the meeting to order at 9:03AM.  
Directors present: Victoria Brandon, Jim Bridges, Randy Krag, William Lincoln, Harry Lyons, Shula Shoup, Merry Jo Velasquez  
Directors absent: none  
Others present: Greg Dills, Linda Juntunen, Kristina Linder

1. INTRODUCTIONS: none needed

1.1 Consideration of extra Items not appearing on the posted agenda: none

2. PUBLIC INPUT: Dills reported that he is negotiating with the county Dept of Water Resources for the District to provide ground squirrel control on the county levee adjacent to Rodman Slough: control method would not involve use of poison. He will work out an hourly rate and come back to the Board with proposal. Krag advises that it would be best to get a recommendation from a licensed pest control advisor or farm advisor first.

3. SAFETY MEETING: none

4. CONSENT CALENDAR

MOTION: Bridges moved and Lincoln seconded to **approve the minutes of the April 12 and April 1 meetings; accept the monthly financial report; and approve and pay current bills**

Ayes: Brandon, Bridges, Krag, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: none

Abstained: none

5. 2022-23 Budget Hearing

MOTION: Bridges moved and Krag seconded to **adopt the recommended budget** and authorize the President to sign

Ayes: Brandon, Bridges, Krag, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: none

Abstained: none

6. ONGOING PROJECTS

8.1 Recruiting of Directors and Associate Directors. Lincoln has recruited Davis Palmer to replace him as District 1 Director: he has an ag background and will help with Kids in Creek.

8.2 Meisenbach Scholarship: only one application has been received, from a student who does not plan a career in any of the listed occupations and is therefore ineligible

8.3 Invasive Weed Tour: to be held on May 25 as planned

8.4 Field Days in the Creek: successfully held in March

8.5 Kids in the Creek: to be held on May 18 as planned at the usual site in Middletown. The property has changed hands and the new owners require release forms and special insurance. Lincoln is arranging to have the property mowed. He will reconfirm with the fire department and Brandon will contact the other presenters.

8.6 Trout in the Classroom. Tony Blyleven has concluded another successful program and sent photos of the trout release. Lyons has asked him to provide receipts for the expenses he incurred so we can reimburse him.

8.7 CWPP update. Juntunen: the county administration is handling the rollout and public meetings, which they hope to conclude by the end of June. Lyons plans to attend. In the meantime the fire chiefs like the plan.

## 9. REPORTS/UPDATES

9.1 Lake County Fire Safe Council Report - Laurie Hutchison: See Appendix A

9.2 NRCS Report - Korinn Woodard not present. Dills and Juntunen report that the office phones are now working but they still haven't been able to change the messages or pick them up. Next forestry grant reports are due in July when neither Juntunen nor Woodard will be available. Board needs to discuss at June meeting.

9.3 Goats Rue Project - Greg Dills: See Appendix B. TERA sent a revised contract, three volunteers responded to appeal and the ag dept will help too, which all looks much more promising.

9.4 CalTrans Revegetation Projects - Greg Dills: see Appendix B.

9.5 Civic Spark Fellow report - Kristina Linder: see Appendix C

9.6 Lake County Land Trust Wright Project- Velasquez: a group went out looking for native grasses, and found quite a few. Discussed strategies for increasing the population. They also located an area that looks like an old streambed, with very different vegetation. LCLT now has all the funding necessary to finalize purchase and do some restoration work.

### 9.7 President/Director Reports

- Lyons: see Appendix D. Army Corps head office in DC recently reached out to confirm that the county has match funding for the feasibility study match for Middle Creek Project: yes, \$800,000 is set aside. Congressman Mike Thompson is also lining up possible earmarks.
- Lincoln: informed the Board that he is moving to Humboldt county, and expects to resign before the end of June. Many expressions of regret and best wishes.
- Shoup: attended North Coast RCD regional meeting which was informative: the group seems to be better organized than the Sacramento Valley regional group.
- Krag: the Wildlife Conservation Board grant process for LCLT Wright property is ongoing. They have a new application portal, where the revised preliminary application was recently uploaded. WCB will provide advice about setting up the full proposal.

## 10. New Business

10.1 Contract with TERA for Goat's Rue eradication: they will provide up to six people and mileage. MOTION: Brandon moved and Velasquez seconded to **contract with the Tribal Eco Restoration Alliance to hand pull Goats Rue at Eightmile Valley** for an amount not to exceed \$12,000

Ayes: Brandon, Bridges, Krag, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: none

Abstained: none

### 10.3 Annual audit

MOTION: Brandon moved and Krag seconded to **accept the annual audit**

Ayes: Brandon, Bridges, Krag, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: none

Abstained: none

## 11. GENERAL DISCUSSION

- Lyons: working on getting Directors liability insurance: audit and budget are requested.
- Juntunen: inquires if any Administrative Assistant applications have been received, which they have not. It may be necessary to form an admin committee to do this work.
- Lyons: trying to set up a meeting with CARCD ED Karen Buhr to discuss the future of the District.

## 12. ADJOURN

MOTION: Velasquez moved and Brandon seconded to **adjourn the meeting** at 10:50AM

Ayes: Brandon, Bridges, Krag, Lincoln, Lyons, Shoup, Velasquez

Noes: none

Absent: none

Abstained: none

## Appendix A: Fire Safe Coordinators Report

- Supplied materials for various outreach projects within Lake County.
- Continuing to work with partners on Evacuation Route Grant and considering future grants. The county applied for the Evacuation Routes Grant and will be working with partners that include the FSC and Firewise Community groups to eliminate hazard trees along the Soda Bay Corridor. Considering opportunities to partner with TERA (Tribal Eco Restoration Alliance) on an upcoming CalFire grant.
- Attending various local group meetings, including CMAT, Grants Best Fits, RRA.
- Looking for opportunities for future events, partnerships, funding resources, and grants.
- Continued coordination with the RRA, NCO, CMAT, CLERC and other local partners on projects.
- Continuing to promote county wide Fire Safe Lake website ([www.firesafelake.org](http://www.firesafelake.org))
- Public outreach via social media for updates and info on various local fires, Covid 19 and events in the area.

## Appendix B: Project Manager's Report

### **Goat's rue Project**

Received a modified agreement from TERA for hand labor for pulling goat's rue.

### **Caltrans Middletown Project**

Watering and weed management continue at this time.

### **Caltrans Hwy 29 Project**

The contract for this project has been held up in Caltrans's contracting and legal departments and an agreement is still not ready for Board Discussion. Project start date has been changed to the Fall of 2022.

### **Storage Unit**

I condensed 14 boxes of old files dating back 20 years down to six boxes. Harry transported the files to the Umpqua shredding event. An additional four boxes of old files in the office were condensed into to one box requiring shredding. They were shredded at the Saving's Bank event.

## Appendix C: Civic Spark Fellow Report

Tasks that have been completed this month:

1. Created and shared PDFs of FWC maps overlaying parcel layers with the LCFSC and the SLFSC.
2. Created a dashboard to better visualize the grants managed by CLERC.
3. Scheduled site visits.
4. Assisted with pre-work (tree marking, organizing right of entry (ROE) information, & creating maps) for the Fox Dr. tree removal project.
5. Continued uploading data to ArcGIS Online and building a project basemap for CLERC.

Tasks to be completed in the upcoming month:

1. Help with CWPP outreach.
2. Schedule and conduct site visits with property owners.
3. Create a mobile version of the CLERC dashboard.
4. Research 3D GIS tools that can be used to process and analyze drone footage of projects managed by CLERC.
5. Start on the pre-work (site visit, mapping, ROE collection) that needs to be done before the Fuels Crew can do fuels reduction work along New Long Valley Road.
6. Continue working on transferring GIS data to ArcGIS Online and research ways to better organize the data.

### **Challenges**

One ongoing challenge I have faced is looking for the best way to transfer CLERC data into ArcGIS Online. The reason for wanting to do this is to help standardize the way staff use and edit datasets and make it easier to save, share, and collaborate using the same map layers. There is some data that I have had a difficult time uploading to ArcGIS Online, but the biggest challenge has been trying to organize everything as there is not a great folder system in the online version of ArcGIS. However, I have a few ideas so I am excited to see what I can do in the next couple months.

### **Lessons Learned**

While I have been working on the CLERC dashboard I have been learning a lot about different GIS tools. I have also been learning about the best ways to combine datasets for the dashboard to function best. The biggest lesson I have learned regarding the dashboard creation process is the importance of making sure all the statistics are attached to the same dataset. Combining all the information into one dataset is the most efficient way to make updates as more work is completed.

## Appendix D: President's Report

Yesterday I attended a marathon afternoon meeting of the Lake County Board of Supervisors, 2-7 pm. It presented an assortment of fire-related programs and concluded with approval of a resolution to move toward a disaster declaration for tree mortality in the North Coast with similar action by Napa and Mendocino Counties.

During this meeting the posting of the Community Wildfire Protection Plan was announced. You should view this document:

<http://www.lakecountyca.gov/Government/Boards/lcfsc.htm>

The plan represents a mountain of volunteer work accomplished by the RCD's administrative assistant, a substantially volunteer effort by our editorial consultant, with input from our Fire-Safe Coordinator and last year's Civic Spark fellow. It is a concise presentation of our resources, priorities, and proposed actions to address fire in Lake County. It fulfills an important part of the RCD's contract with the County in Fire Safe matters and satisfies a requirement for successfully applying for state and federal grants. We owe a big thanks to Linda Juntunen.

Bill Lincoln and I have secured liability insurance for the Kids in the Creek event on the 18<sup>th</sup> of May. There is additional paperwork with the property owner to deal with; the owners have sent Bill information on further requirements.

Additional insurance efforts include my quest for Director's and Officer's Liability insurance for our board. I have application forms from two different carriers forwarded by Lincoln-Leavitt in Lakeport; I will try to study them this weekend. I had contacted CSDA and SDMRA on this issue: the former does not sell insurance and the latter provides this type of coverage only as a package plan. We already have many aspects of that package through Lincoln-Leavitt.

I have made three sets of deadline reminders to our bookkeeper (text/email) and one personal visit to her office. My effort and additional pestering by the Administrative Assistant have resulted in one Federal form and one State form being filed on time.

Victoria has posted and updated the job announcement for the Administrative Assistant on our website. I have placed an ad in the CARCD newsletter and career website as well as in the LakeCo News. I sent you links to those ads; they extend the deadline to May 30<sup>th</sup>.

With Project Manager's able preparation, and the use of his two-wheel truck, I participated in the ShredFest at the Umpqua Bank in Lakeport, where I witnessed the shredding of 6 boxes of District documents. This was twice my weight in confidential material.

Merry Jo and I have been communicating with the County concerning our plan for her replacing Peter Windrem on the Middle Creek Project Committee. Having received no response from the County Staff, Merry Jo has written Supervisors Crandell and Sabatier. I have sent a copy of the County's letter of intent to our Project Manager at the Army Corps, Dylan Van Dyne. Dylan has been helpful in providing information on the time and money required to complete the feasibility stage of the Project. This information was conveyed to Susan Parker, Lake County Deputy Administrator, who is working with Congressman Mike Thompson on efforts to secure Ear Mark Funding for Middle Creek.

Shula and I attended the North Coast Area RCD meeting, remotely on April 27<sup>th</sup>. There is an overwhelming range of projects being undertaken in neighboring counties from an amazing array of funding sources. Our experience underscores the need to increase LCRCDC capacity. To that end, I have been in touch with Karen Buhr, executive director of CARCD for council on how to move forward. We have asked her to schedule a meeting. Lucas Patzek, executive director of Napa RCD, intends to write-in capacity funding for us in a regional request through the Department of Conservation's Regional Forest and Fire Capacity Program; the state will provide early relief funding and Lucas suggested the hiring of a consultant to get us started on a path to procuring an executive director.

I have contacted Tony Blyleven. He has successfully completed another year of the Trout in the Classroom program. I have included two photos of trout release events with this report.