

Humboldt
County



RESOURCE
CONSERVATION DISTRICT

Board of Directors Meeting

The Mission of the Humboldt County Resource Conservation District is to enhance and improve the sustainability of natural resources by educating, providing training, and assisting private and public landowners and land users.

AGENDA

Thursday, December 10, 2015

8:00 A.M.

Agricultural Center – 5630 South Broadway - Eureka
(Items marked with * are attached to director packets)

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
3. **ADDITIONS OR CHANGES TO AGENDA** (Gov. Code 54954.2(B))
4. **PUBLIC COMMENT PERIOD**
Any person may address the Board regarding any matter within the Board's jurisdiction that is not on the agenda. Speakers are asked to limit comments to three minutes. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - California Special Districts Association - Board Member Handbooks & Information Form
 - Special District Risk Management Authority – Memo re: Member Claim Payments and information re: administration of public funds for public works projects.
 - Auditor-Controller, County of Humboldt – letter regarding HCRCD's share of annual LAFCo charge, increased to \$5,109.16 due to FY13-14 revenues.**Outgoing:**
 - none
6. **HCRCD DIRECTOR'S REPORTS, REQUESTS, OR ANNOUNCEMENTS**
 - 6.1 Reports From Other Meetings Attended By Board Members
 - 6.2 Board Requests For Future Agenda or Information Items
 - 6.3 Other Announcements from Board Members
7. **BOARD ACTION ITEMS**
 - 7.1 Minutes for meeting of November 12, 2015* presented for approval
 - 7.2 November Financial Report presented for approval (Handout)
 - 7.3 Resolution 15-32 SCC Proposition 1

8. **NRCS DISTRICT CONSERVATIONIST REPORT** - *Jon Shultz, NRCS District Conservationist*
9. **UCCE Report** – *Jeffery Stackhouse*
10. **DISTRICT STAFF REPORTS and RCD PROJECT UPDATES*** – *Staff*
11. **STRATEGIC PLANNING**
12. **PERSONNEL - EXECUTIVE DIRECTOR REVIEW PROCESS**
13. **NEXT REGULAR MEETING: Thursday, January 14, 2016 at 8 a.m.**
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA
14. **ADJOURNMENT**

Public Notice: In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the RCD at 707-444-9708 x 115. Notification at least 48 hours prior to meeting time will assist staff in assuring that reasonable accommodations can be made to provide accessibility at the meeting.

Humboldt County Resource Conservation District

Board of Directors Meeting

Minutes of November 12, 2015

1. Call to Order-

Dan Cohoon Chairman, 8:02 a.m.

2. Introductions-

Directors Present: Dan Cohoon, Mark Moore, Gary Markegard, , Jim Renner, Pete Bussman

Directors Excused: Hugo Klopper, Gary Belli

Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Doreen Hansen, Summer Daugherty,
Frances Tjarnstrom

Staff Excused:

Guests: Jon Shultz-District Conservationist NRCS

Public: Jeremy Svhela-GHD, Inc.

3. Additions or Changes to the Agenda-

None

4. Public Comment-

No Comments Received

5. District Correspondence-

Summary provided and all documents circulated at meeting for review by the Directors and others present.

6. HCRCD Director's Reports, Request or Announcements-

Director Markegard provided a brief up-date on current activities by the RC & D.

7. Board Action Items-

7.1 Discussion and Approval of Board Minutes from October 8, 2015.

Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from October 8, 2015. Second by Director Moore. Ayes-Director Renner, Bussman. Noes-None.

7.2 Discussion and Approval of October 2015 Financial Report.

Staff provided an update on status of all grants, funds availability, and potential funding. Discussion held on status of payments received and those in process from the funding agencies. Open grants were discussed and their role in current operations. An update was provided on current cash flow constraints and the measures being taken to keep the RCD staff and operations moving forward.

Motion by Director Renner to approve Humboldt County Resource Conservation District staff recommendation to pay operating expenses as presented, continue to manage expenditures to reduce costs, retain contractor/consultant project payment retention and pay contractors/contractor invoices as matching funds are received. Second by Director Markegard. Ayes-Director Bussman, Moore. Noes-None

- 7.3 Resolution 15-28 authorizing the transfer of final balance and closure of the Salt River Mitigation Savings fund at Redwood Capital Bank.

Motion by Director Moore to accept and adopt Resolution 15-28 to authorize the transfer of the remaining balance and closure of the Salt River Mitigation Savings fund at Redwood Capital Bank for payment of 2015 Salt River construction activities. Second by Director Markegard. Ayes-Director Bussman, Renner. Noes-None

- 7.4 Resolution 15-29 authorizing Executive Director to enter into an agreement with the Bertha Russ Lytel Foundation to establish a line of credit.

Motion by Director Markegard to accept and adopt Resolution 15-29 to authorize the Executive Director to enter into an agreement with the Bertha Russ Lytel Foundation to establish a line of credit to be drawn against with Board approval. Second by Director Renner. Ayes-Director Bussman, Moore. Noes-None

- 7.5 Resolution 15-30 authorizing staff to submit a proposal to the NCRP and sign contracts as necessary.

Motion by Director Markegard to accept and adopt Resolution 15-30 authorizing staff to submit NCRP grant funding proposal and sign contracts as necessary. Second by Director Bussman. Ayes-Director Renner, Moore. Noes-None

- 7.6 Resolution 15-31 authorizing staff to submit proposals to the National Fish and Wildlife Foundation Environment Solutions for Communities grant program and sign contracts as necessary.

Motion by Director Markegard to accept and adopt Resolution 15-31 authorizing staff to submit National Fish and Wildlife Foundation Environmental Solution for Communities grant proposal and sign contracts as necessary. Second by Director Moore. Ayes-Director Renner, Bussman. Noes-None

8. Board of Directors Annual Organizational Session

Discussed nominations to elect officers and committees to serve a one year term.

Motion by Director Moore for current 2015 HCRCO Officers and committees to continue to serve an additional one year term. Second by Director Markegard. Ayes-Director Renner, Bussman. Noes-None

Personnel performance evaluation guidelines for HCRCO Executive Director were confirmed and tentatively scheduled for January 2016.

Strategic Planning session to be schedule early 2016 on availability of NRCS facilitator.

9. NRCS Report-Jon Shultz-District Conservationist NRCS

Shultz provided the Board an update on current program activities, future program funding opportunities, and staffing changes.

10. UCCE Report-Jeff Stackhouse

No Report

11. District Staff Reports and Other RCD Project Updates

Summary of District activities provided in Board packet.

12. Salt River Restoration Project Report and Field Tour

Staff provided an update on current project activities. Construction activities for the 2015 season are complete. Monitoring and surveys are being conducted in accordance with project requirements. Staff and consultants continue work with landowners along the project area. Preparations for the 2016 constructions season are underway with continued design, funding opportunities and working with multiple agencies for the success of the project. Salt River Celebration hosted by the Watershed Council held on October 24 with field tours was a success. Over 100 community members attended the presentation and participated in the site bus tours.

Board of Directors, HCRC staff and attendees were provided a field tour of the Salt River Ecosystem Restoration Project. Tour included four locations on the project beginning at Riverside Ranch and ending at the Port Kenyon Bridge Construction site on Francis Creek. Jeremy Svhela, GHD Inc. provided maps and technical information about project design and function.

13. Next Regular Meeting-

Thursday, December 10, 2015 at 8 a.m.

Agricultural Center Auditorium, 5630 South Broadway, Eureka, CA

14. Adjournment-

The Board adjourned at 11:10 a.m.