

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 June 12, 2014

8:00 A.M.

### **Agriculture Center Auditorium**

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**
4. **PUBLIC COMMENT PERIOD**
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)

#### **Incoming:**

- HCAOG/United States Department of the Interior, Redwood National Park – Notice of proposed project to pave and improve 2.6 miles of Bald Hills Road and request for agency comments and recommendations.
- California Department of Fish and Wildlife – Information on the Coho Salmon Habitat Enhancement Leading to Preservation Act (Coho HELP Act). Act allows persons, public agencies and nonprofit organizations to complete process to request approval of specific project activities that will improve habitat which, if approved, would relieve project of need to obtain any CDFW permit, license or approval for the project.
- Sequoia Park Zoo – Letter to Doreen Hansen inviting her to provide an informational public lecture on the Salt River Ecosystem Restoration Project to be hosted by the Zoo.
- California Tax Foundation – Letter under the California Public Records Act requesting information about HCRCD property tax levy authority.
- Del Norte RCD May 22 Agenda.

## **Outgoing:**

- The Honorable Richard Gordon, State Assembly – Letter of Support for the Habitat Restoration and Enhancement Act (AB 2193) that aims to create a simplified permitting process at CDFW for small scale, voluntary habitat restoration and enhancement projects.
- California Tax Foundation, Robert Gutierrez – Response to request for information noting that HCRCD did not seek approval to levy a property-related tax at the time of its formation as the Eel River Resource Conservation District nor during its re-organization as the Humboldt County Resource Conservation District.

## **6. DISCUSSION AND APPROVAL OF BOARD MINUTES FROM May 8, 2014 – ACTION**

## **7. HCRCD DIRECTOR'S REPORTS, REQUESTS, OR ANNOUNCEMENTS**

- a) Reports From Other Meetings Attended By Board Members
- b) Board Requests For Future Agenda or Information Items
- c) Other Announcements from Board Members

## **8. FINANCIAL REVIEW AND REPORT – L. Barnwell (Handout)**

- a) Review June Financial Statement
  - 1) Review of checks issued since last Board meeting
  - 2) Current Status of Invoices and Payments Received
  - 3) Discuss and Approve List of Payments – **ACTION**

## **9. NEW BUSINESS – ACTION**

- a) **Proposal to Partner with University of California Cooperative Extension for Biomass Utilization Project funded through CALFIRE – Yana Valachovic**

*Background* – Valachovic will provide information on a proposed collaboration between HCRCD and UCCE to implement a Biomass Utilization Project. The Board will receive and discuss the information. The Board may determine to agree to collaborate on the project and to enter into a contract with CALFIRE. Under the contract, HCRCD would provide administrative services while UCCE and other partners would provide coordination and oversight of the work. Should the Board take action to approve the collaboration; the Board will review, approve and adopt Resolution #14-04 which will authorize the Executive Director to execute a contract with CALFIRE and other documents as may be required for the project.

- b) **Contractor Selection for Salt River Ecosystem Restoration Project – Phase 2A**

*Background* – A Request for Proposals for this year's construction of Phase 2A of the Salt River Project was released May 14<sup>th</sup>. The mandatory bid walk was held on May 22<sup>nd</sup>. Bids were due and publicly opened on June 9<sup>th</sup>. The Board will consider the lowest responsible, responsive bid and receive a report from staff on available funding. The Board may take action to award the contract or to reject all bids. Should the Board take action to award the contract; the Board will review, approve and adopt Resolution #14-05 which will authorize the Executive Director to execute a contract with the apparent lowest responsive, responsible bidder.

- c) **Technical Assistance contract with CDFW**

*Background* – HCRCD has been working with CDFW over the past several months to develop a scope and budget for HCRCD staff to provide technical services to assist CDFW

develop and monitor Land Use agreements for select Humboldt County Wildlife Management Areas. The CDFW contract is now ready for Board consideration. The Board will consider whether to enter into an agreement with CDFW for these services. Should the Board determine to enter into the agreement, the Board will take action to review, approve and adopt Resolution #14-06 which will authorize the Executive Director to execute CDFW Agreement P1310016 in the amount of \$22,000 and any subsequent amendments.

d) **Humboldt Local Agency Formation Commission (LAFCo) – Official Election Ballot for a Special District Representative for the LAFCo Board \***

*Background* – Four candidates have declared their interest in representing Special Districts on the LAFCo Board: Troy Nicolini, J. Bruce Rupp, Frank Scolari, and George Wheeler. Candidate's statement of qualifications and sponsoring special district are included in the Director packets. The Board may take action to select one representative to serve as a special district member on the Humboldt LAFCo.

**10. OLD BUSINESS**

a) PERSONNEL HANDBOOK UPDATE\* **ACTION** – Chambers

*Background* – Staff is working to update the District's personnel handbook. The following sections are being provided for Board review. The Board may take action to approve the sections as presented or may ask staff to make changes to the proposed sections.

- 1) Compensation
- 2) Standards of Conduct
- 3) General Safe Practices
- 4) Vehicle use

b) FEE FOR SERVICE DISCUSSION and **Potential Action**

*Background* – Staff was directed to develop additional information for a potential fee-for-service activity for the Board's consideration and discussion. The Board may take action to direct staff to develop a specific fee-for-service activity.

**11. NRCS DISTRICT CONSERVATIONIST REPORT** - Jon Shultz, NRCS District Conservationist

- a) Shultz will provide a presentation on the 2014 Farm Bill

**12. SALT RIVER RESTORATION PROJECT \* - STAFF**

- a) Update from staff on status of project.

**13. DISTRICT STAFF ACTIVITIES REPORTS and OTHER RCD PROJECT UPDATES \*- STAFF**

**14. NEXT REGULAR MEETING: Thursday, July 10, 2014 at 8 a.m.**

**15. ADJOURNMENT**