

Humboldt
County



RESOURCE
CONSERVATION DISTRICT

Board of Directors Meeting

The mission of the Humboldt County Resource Conservation District is to assist private and public landowners in the planning, design, and implementation of soil, water, and forest resource conservation practices to improve and enhance natural and working lands in Humboldt County

REGULAR MEETING: AGENDA

Thursday, June 9, 2022

8:00 A.M.

(Items marked with * are attached to director packets. Packets may be requested by contacting the HCRCDC at 707-442-6058 x 5 or emailing jillhcrccd@gmail.com.)

LOCATION: HUMBOLDT AGRICULTURAL CENTER

5630 South Broadway

Eureka, CA 95503

OR

TELECONFERENCE via ZOOM & TELEPHONE

The public may observe the meeting from a desktop computer, mobile device, or telephone.

If accessing from a mobile device or desktop computer, click the following link to join the meeting

<https://us02web.zoom.us/j/86397595187?pwd=TnR6dldzVWJ6WUZQdmF1Y0ZuM1lPdZ09>

Meeting ID: 863 9759 5187

Passcode: 1987

If accessing from a **telephone**, you can listen to the meeting live by calling:

1 669 900 6833

Enter Meeting ID: 863 9759 5187 when prompted

Enter Passcode: 1987 when prompted

To mute or unmute yourself on a telephone, press *6

To raise your hand on a telephone, press *9

HOW TO SUBMIT PUBLIC COMMENTS:

Before the Meeting: Please email your comments to jillhcrccd@gmail.com before 8am on the day of the meeting, 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.

Contemporaneous Comments: During the meeting, the Board Chairman or designee will announce the opportunity to make public comments and identify the cut off time for each attendee. Attendees may also "raise" their hand in Zoom or via telephone by pressing *9 to make comments. The chat feature within Zoom will also be monitored for comments submitted during the meeting.

1. **CALL TO ORDER** – Ryan Rice, Chairman

2. **ROLL CALL - HCRCD Board and Staff**

- _____ Ryan Rice, Chairman
- _____ Lane Russ, Vice-Chairman
- _____ Mark Moore, Secretary/Treasurer
- _____ Dan Cohoon, Director
- _____ Zach Cahill, Director
- _____ Christine Manhart, Director
- _____ Jill Demers, Executive Director
- _____ Curtis Ihle, Program Manager
- _____ Doreen Hansen, Watershed Coordinator
- _____ Jake Taulbee, Project Coordinator
- _____ Anita Hipp, Office Manager
- _____ Ethan Luckens, Project Coordinator

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. **INFORMATIONAL ITEMS**

5.1 District Correspondence

5.2 District Director Updates and Announcements – Directors may provide updates on their activities related to the HCRCD such as other meetings attended and other relevant announcements.

5.3 Reserve Committee Report – *Mark Moore, Treasurer*

5.4 NRCS Update – *Todd Golder, NRCS District Conservationist*

5.5 Board of Directors Vacancy Update - *Jill Demers, Executive Director*

6. **BOARD ACTION ITEMS**

6.1 Resolution No. 22-14 making findings pursuant to Government Code Section 5493, as amended by Assembly Bill 361, and authorizing the continued use of virtual meetings

6.2 Resolution No. 20-15 authorizing the establishment of an interest-bearing account at Redwood Capital Bank to hold advance payment of funds from CAL FIRE for the Increasing Pace and Scale of Fuel Reduction in Humboldt County Project, Grant Number 5GA21102

6.3 Review and potential action to approve Minutes for Regular Meeting of May 12, 2022*

6.4 Possible action to approve FY19/20 Audit conducted by JJACPA

6.5 Possible action to approve Board of Directors Rules of Order Policy*

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 707-442-6058 x 5 or email hcrd@yahoo.com. 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.

6.6 Possible action to select candidate(s) to select member(s) to fill LAFCo Independent Special District regular member and alternative member positions*

6.7 Financial Reports - Review potential action to approve June 2022 Financial Report and Staff Recommendations to approve reserve for payroll and tax liabilities and approve and issue payments for operating expenses and contractor payments as outlined in financial report.

6.8 Review and Potential Action to Review HCRCD FY 2022/2023 Annual Work Plan and Budget

7. RCD PROJECT UPDATES and STAFF REPORTS*

8. FUTURE AGENDA ITEMS

9. NEXT REGULAR MEETING: Thursday, July 14, 2022 at 8 a.m.

Meeting location: Humboldt Agricultural Center and Teleconference

10. ADJOURNMENT

Humboldt County Resource Conservation District
Board of Directors Monthly Board Meeting Minutes
Video and Teleconference
May 12, 2022

1. Called to Order by Chairman Ryan Rice at 8:01am
2. Roll Call-
 - Ryan Rice, HCRCD Chairman- Present
 - Lane Russ, HCRCD Vice Chairman- Present
 - Mark Moore, HCRCD Secretary/Treasurer- Present
 - Dan Cohoon, HCRCD Director- Absent
 - Zach Cahill, HCRCD Director- Present
 - Christine Manhart, HCRCD Director-Present
 - Jill Demers, HCRCD Executive Director- Present
 - Curtis Ihle, HCRCD Program Director- Present
 - Anita Hipp, HCRCD Office Manager- Absent
 - Doreen Hansen, Watershed Coordinator- Present
 - Jake Taulbee, Project Assistant- Present
 - Ethan Luckens, Forester - Absent
 - Conor Shea – USFWS
 - Erin Taylor – NRCS
 - Shawn Fresz – CDFW
 - Brett Jones - JJACPA
3. Additions or Changes to the Agenda: Add CDFW Partner Update under Informational Item 5.5 (Shawn Fresz, CDFW)
4. No public comments received.
5. Informational Items
 - 5.1 District correspondence received the past month:
 - Incoming: LAFCO – Ballot for directors.
 - Outgoing: None
 - 5.2 District Director Updates and Announcements: None
 - 5.3 Reserve Committee Report: No update
 - 5.4 Review of FY19/20 Audit conducted by JJACPA provided by Brett Jones, CPA, JJACPA
 - 5.5 CDFW Update: CDFW is reforming working group, that includes landowners, regarding Aleutian Geese in Humboldt Bay and the Eel River. Outreach is beginning.
 - 5.6 NRCS Update: Acting District Conservationist, Erin Taylor, reported that Todd Golder will be the new, permanent, District Conservationist and will start duties May 23rd. Erin Taylor will become the Tribal Conservation Planner for the field office. NRCS will have two rangeland specialist positions open for the Eureka field office. NRCS and HCRCD are exploring sharing a rangeland specialist for the immediate future under an NRCS Cooperative Grant application. A new field office Engineer is expected to be hired by the end of May. A new Pathways Student Intern,

Hunter Mortenson, will onboard May 23rd. Staff is reviewing funding contracts for FY 2022.
Building update – None.

5.7 Board of Directors Vacancy Update – no applications have been received. Though there might be an interested party.

5.8 Russ Creek and Centerville Slough Project – a Notice of Preparation public scoping meeting will be held Friday May 20th at 4pm at the Agricultural Center.

6. Board Action Items

6.1 Resolution 22-10 Making Findings Pursuant to Government Code Section 5493, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings. Motion to accept 22-10 Continued Use of Virtual Meetings Authorization by Director Moore; second by Director Russ. Roll Call Vote: Rice - Aye, Russ - Aye, Moore - Aye, Manhart - Aye, Cahill - Aye; Noes – none. Absent – Cahoon.

6.2 Action to approve the Minutes of Regular Meeting of April 14, 2022. Motion to approve the April 14, 2022 minutes by Director Moore; seconded by Director Russ. Roll Call Vote: Rice - Aye, Russ - Aye, Moore - Aye, Manhart - Aye, Cahill - Aye; Noes – none. Absent – Cahoon.

6.3 Action to clarify procedures for Directors voting on action items. Motion to allow Chairman to vote on Board Action items and develop policy that reflects that procedure by Director Russ; seconded by Director Moore. Roll Call Vote: Rice - Aye, Russ - Aye, Moore - Aye, Manhart - Aye, Cahill - Aye; Noes – none. Absent – Cahoon.

6.4 Review and possible action to accept FY 19/20 Audit. Board will review and act at June meeting.

6.5 Review and action to approve signers for District's Redwood Capital Bank (RCB) checking accounts and CalTRUST accounts.

RCB General Checking 7366 – Jill Demers, Curtis Ihle, Mark Moore, Christine Manhart

RCB Project Checking 2745 – Jill Demers, Curtis Ihle, Mark Moore, Christine Manhart

RCB CalFire Checking 0978 – Jill Demers, Curtis Ihle, Mark Moore, Christine Manhart

CalTRUST – Jill Demers, Curtis Ihle, Mark Moore, Christine Manhart

Motion to approve signers for the District's Redwood Capital accounts by Director Moore, seconded by Director Manhart. Roll Call Vote: Rice - Aye, Russ - Aye, Moore - Aye, Manhart - Aye, Cahill - Aye; Noes – none. Absent – Cahoon.

6.6 Action to approve May 2022 Financial Report. Motion to approve the May Financial report and accept recommendations by Director Moore, second by Director Manhart. Roll Call Vote: Rice - Aye, Russ - Aye, Moore - Aye, Manhart - Aye; Noes – none. Absent – Cahoon; Abstain – Cahill.

6.7 Resolution 20-11 approving the application for grant funds from the Wildlife Conservation Board for the Salt River - Riverside Ranch Levee and Public Access Improvements Project, and conditionally accepting grant if offered. Motion by Director Russ, seconded by Director Moore. Roll Call Vote: Rice - Aye, Russ - Aye, Moore - Aye, Manhart - Aye, Cahill - Aye; Noes – none. Absent – Cahoon.

6.8 Resolution No. 22-12 approving the application for grant funds from the State Coastal Conservancy for the Redway Shaded Fuel Break Project, and conditionally accepting grant if offered. Motion by Director Moore, seconded by Director Russ. Roll Call Vote: Rice - Aye, Russ - Aye, Moore - Aye, Manhart - Aye, Cahill - Aye; Noes – none. Absent – Cahoon.

6.9 Resolution No. 22-13 approving the application for cooperative agreement grant funds from USDA-NRCS for technical assistance to NRCS staff for the implementation of Farm Bill programs, and conditionally accepting grant if offered. Motion by Director Russ, seconded by Director Moore. Roll Call Vote: Rice - Aye, Russ - Aye, Moore - Aye, Manhart - Aye, Cahill - Aye; Noes – none. Absent – Cahoon.

7. RCD Project Updates and Staff Reports

Staff provided update on HCRCO administrative and programmatic activities during last month award

8. Future Agenda Items

- Financial audit.
- Procedural policy regarding Board Voting on Action Items.
- LAFCO elections
- HCRCO Budget

9. Next Regular Meeting: Thursday, June 9th, 2022 at 8am

10. Adjournment of Open Meeting: 9:43am