

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, October 8, 2020

8:00 A.M.

### VIDEO and TELECONFERENCE ONLY

(Items marked with \* are attached to director packets.)

#### IMPORANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

Based on the mandates by the Governor in Executive Order 33-20 and the County Public Health Officer to shelter in place to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The meeting will be conducted via teleconference. (See Executive Order 29-20)
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting via video conference or telephonically in the manner described below.

#### HOW TO OBSERVE THE MEETING:

The District is using Zoom to conduct the Board Meeting remotely. The public may observe the meeting from a desktop computer, mobile device, or telephone. You can learn more at <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>. We recommend that you test out your device, internet connection, and Zoom app compatibility well before attempting to join the meeting.

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>

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

#### HOW TO SUBMIT PUBLIC COMMENTS:

Before the Meeting: Please email your comments to [jillhcrd@gmail.com](mailto:jillhcrd@gmail.com) before 8am on October 8, 2020, 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 President or designee will announce the opportunity to make public comments and identify the cut off time for each attendee.

1. **CALL TO ORDER** – Dan Cohoon, Chairman

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

- \_\_\_\_\_ Dan Cohoon, Chairman
- \_\_\_\_\_ Gary Markegard, Vice-Chairman
- \_\_\_\_\_ Mark Moore, Secretary/Treasurer
- \_\_\_\_\_ Gary Belli, Director
- \_\_\_\_\_ Ryan Rice, Director
- \_\_\_\_\_ Lane Russ, Director
- \_\_\_\_\_ Zach Cahill, Director
- \_\_\_\_\_ Christine Manhart, Associate Director
- \_\_\_\_\_ Jill Demers, Executive Director
- \_\_\_\_\_ Curtis Ihle, Program Manager
- \_\_\_\_\_ Lauri Barnwell, Office Manager
- \_\_\_\_\_ Frances Tjarnstrom, Project Coordinator
- \_\_\_\_\_ Doreen Hansen, Watershed Coordinator
- \_\_\_\_\_ Jake Taulbee, 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 NRCS Update – *Jon Shultz, NRCS District Conservationist*
- 5.4 USFWS Partners and Coastal Programs Update - *Conor Shea, PE, Hydrologist*

**6. BOARD ACTION ITEMS**

- 6.1 Review and action to approve Minutes for Regular Meeting of August 13, 2020\*
- 6.2 Financial Reports
  - 6.2.1 Review and potential action to approve October 2020 Financial Report\*
- 6.3 Review HCRCD Directors' terms\* and potential action to provide correspondence to Humboldt County Board of Supervisors regarding planned vacancies and nominations for appointment/re-appointment.

**7. SALT RIVER ECOSYSTEM RESTORATION PROJECT and WILLIAMS CREEK PLANNING\***

**8. RCD PROJECT UPDATES and STAFF REPORTS\***

**9. FUTURE AGENDA ITEMS**

**10. NEXT REGULAR MEETING: Thursday, November 12, 2020 at 8 a.m.**

Meeting location: Zoom Teleconference

**11. 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 707-296-3992. 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  
August 13, 2020  
VIA Zoom and Teleconference**

1. Teleconference meeting called to order at 8:02am by Dan Cohoon, Chairman
2. Roll Call

Present- Dan Cohoon, Chairman  
Present- Gary Markegard, Vice-Chairman  
Present- Mark Moore, Secretary/Treasurer  
Absent- Gary Belli, Director  
Absent- Ryan Rice, Director  
Present- Lane Russ, Director  
Absent- Zach Cahill, Director  
Present-Christine Manhart, Associate Director  
Present- Jill Demers, Executive Director  
Present- Curtis Ihle, Program Manager  
Absent- Lauri Barnwell, Office Manager  
Present- Frances Tjarnstrom, Project Coordinator  
Present- Doreen Hansen, Watershed Coordinator  
Present- Jake Taulbee, Project Assistant  
Present- Linda Nguyen, Public  
Present- Stacey Edgmon, Public  
Present- Kathy Phillis, Public

3. Remove items 5.3 and 5.4 NRCS and UCCE updates, Mr. Shultz and Mr. Stackhouse unavailable.
4. No public comments received.
5. Informational Items
  - 5.1. District correspondence provided via email for review. Brief discussion of included items: California Coastal Commission summary of discussion regarding Coastal Development Permit amendment and timeline issues; Department of Interior notice on proposed landmarks.
  - 5.2. No HCRCB Directors updates provided.
  - 5.3. No NRCS update.
  - 5.4. No UCCE update.
6. Board Action Items
  - 6.1. Motion by Director Markegard to approve the HCRCB Board of Directors meeting minutes of July 9, 2020. Second by Director Russ. Roll Call Vote: Markegard-Aye, Moore-Aye, Russ-Aye Noes-None, Absent- Belli, Rice, Cahill
  - 6.2. Financial Reports
    - 6.2.1. Discussion held regarding FY 17/18 Audit. Stacey Edgmon, Aycock and Edgmon, CPAs, answered question from Director Moore on deficiency recommendations. Ms. Edgmon answered question from Director Russ on audit adjustments. Discussion held regarding Director Russ's recommendation to modify process for Board approval of future audits by having initial review of draft audit with Financial Committee and Treasurer prior to bringing forward to Board. Motion by Director Markegard to approve FY 17/18 Audit

- report as presented. Second by Director Moore. Roll Call Vote: Markegard-Aye, Moore-Aye, Russ-Aye, Noes-None, Absent- Belli, Rice, Cahill
- 6.2.2. Motion by Director Markegard to approve the staff recommendations outlined in the HCRCB Board of Directors financial report presented on August 13, 2020. Second by Director Moore. Roll Call Vote: Markegard-Aye, Moore-Aye, Russ-Aye, Noes-None, Absent- Belli, Rice, Cahill
- 6.2.3. Discussion held regarding proposed FY 20/21 Fee-for-Service rates and building Reserve Fund. Motion by Director Markegard to approve FY 20/21 Fee-for-Service rates as presented. Second by Director Moore. Roll Call Vote: Markegard-Aye, Moore-Aye, Russ-Aye, Noes-None, Absent- Belli, Rice, Cahill
- 6.3. Grant Applications
- 6.3.1. Resolution 20-10 endorsing the application to the Wildlife Conservation Board's Public Access Program for public access planning on Salt River Ecosystem Restoration Project - Riverside Ranch, and conditionally accepting grant if offered. Motion by Director Markegard to accept and approve Resolution 20-10 as presented. Second by Director Moore. Roll Call Vote: Markegard-Aye, Moore-Aye, Russ-Aye, Noes-None, Absent- Belli, Rice, Cahill
- 6.3.2. Resolution 20-13 endorsing the application to the Wildlife Conservation Board's Proposition 1 Stream Flow Enhancement Program to develop design plans for Williams Creek restoration and conditionally accepting grant if offered. Motion by Director Markegard to accept and approve Resolution 20-13 as presented. Second by Director Russ. Roll Call Vote: Markegard-Aye, Moore-Aye, Russ-Aye, Noes-None, Absent- Belli, Rice, Cahill
- 6.3.3. Resolution 20-14 endorsing the application to provide technical support to NRCS for the Salt River National Water Quality Initiative (NWQI) Watershed Assessment to meet NWQI program goals and conditionally accepting program funding if offered. Motion by Director Markegard to accept and approve Resolution 20-14. Second by Director Moore. Roll Call Vote: Markegard-Aye, Moore-Aye, Russ-Aye, Noes-None, Absent- Belli, Rice, Cahill
- 6.4. Agreements
- 6.4.1. Discussion held regarding CAL FIRE Grant Agreement 8GG19607 for *Improving Forest Health in the Yurok Community Forest and Salmon Sanctuary* Project Grant Agreement 8GG19607 Budget Summary. No action.
- 6.4.2. Resolution 20-15 authorizing the HCRCB Executive Director to enter into a contract to retain Yurok Tribal Wildlife Department to provide Threatened and Endangered species monitoring to support implementation of the Improving Forest Health in the Yurok Community Forest and Salmon Sanctuary Project, Grant Agreement Number 8GG19607. Motion by Director Markegard to accept and approve Resolution 20-15. Second by Director Russ. Roll Call Vote: Markegard-Aye, Moore-Aye, Russ-Aye, Noes-None, Absent- Belli, Rice, Cahill
- 6.4.3. Resolution 20-16 authorizing HCRCB Executive Director to enter into a contract to retain Western Rivers Conservancy to provide services to facilitate the implementation and environmental compliance necessary to meet CEQA, NEPA and engineering requirements for the Improving Forest Health in the Yurok Community Forest and Salmon Sanctuary Project, Grant Agreement Number 8GG19607. Motion by Director Markegard to accept

and approve Resolution 20-16. Second by Director Moore. Roll Call Vote: Markegard-Aye, Moore-Aye, Russ-Aye, Noes-None, Absent- Belli, Rice, Cahill

- 6.4.4. Resolution 20-17 authorizing HCRCD Executive Director to enter into a contract with the County of Humboldt for the HCRCD to provide services related to assisting with data collection, and engagement with stakeholders, and developing the content of the Eel River Valley groundwater basin Groundwater Sustainability Plan. Motion by Director Markegard to accept and approve Resolution 20-17. Second by Director Moore. Roll Call Vote: Markegard-Aye, Moore-Aye, Russ-Aye, Noes-None, Absent- Belli, Rice, Cahill

7. Salt River Ecosystem Restoration Project and Williams Creek Planning

Salt River: Staff has been coordinating with project funders regarding 2021 and future funding needs and the use of public funds to fund temporary, but necessary, project components. Grant amendments are ongoing to extend grant terms and modify project budgets to provide adequate funds for anticipated future expenditures. Staff will provide an update on the project's grant contracts to Directors at the September meeting. Staff has done outreach to landowner representative, but has not yet received an update regarding the timing of the current property boundary research occurring upstream of HY211 bridge.

Williams Creek: Staff is sending the final Alternative Analysis Project Narrative to landowners along Williams Creek considering a sediment management area and will be following up for in person meetings to review next steps within next several weeks. Staff is also reviewing a draft Scope from GHD for the 30% design and CEQA to occur under contract #141.

Adaptive Management & Monitoring: Vegetation monitor Brett Lovelace is under contract for \$60,000 for monitoring for Salt River AMP and HMMP compliance on previously constructed reaches of Salt River. Staff are working to address several maintenance activities during 2020, including repair work on a log structure in the 2019 project footprint, vegetation maintenance just downstream of the Ferndale Waste Water Treatment Plans (cattails growing within the active channel), and potential inter-planting of riparian plants in previously planted areas of the project footprint. The California Conservation Corps is under contract to provide one week of work in late August to assist with these maintenance items.

Riverside Ranch: HCRCD has been invited back for full proposal for public access planning and design for Riverside Ranch, and will be working with CDFW and the Riverside Ranch Committee to review the proposal prior to submission. HCRCD released a Request for Proposals to 5 firms for engineering assistance for Riverside Ranch Berm Alternatives Analysis and will work with CDFW and USFWS to select the team.

8. Project and staff updates provided via email to the Board of Directors. No questions.
9. Future agenda items. None suggested.
10. Meeting Adjourned at 9:38am to Closed Session for Executive Director Performance Evaluation.
11. Meeting Reconvened at 10:13am.  
Report on actions taken during Closed Session: Motion by Director Moore to give Executive Director Demers positive performance review. Second by Director Markegard. Roll Call Vote: Markegard-Aye, Moore-Aye, Russ-Aye, Noes-None, Absent- Belli, Rice, Cahill.
12. Next Regular Meeting scheduled for Thursday, September 10, 2020 at 8:00am Humboldt County Agricultural Center or Teleconference.
13. Meeting adjourned at 10:15am.