

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, May 13, 2021

8:00 A.M.

### VIDEO and TELECONFERENCE ONLY

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

#### IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCED 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=TnR6dldzVWJ6WUZQdmF1Y0ZuM1IPdz09>

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

#### HOW TO SUBMIT PUBLIC COMMENTS:

Before the Meeting: Please email your comments to [jillhcrd@gmail.com](mailto:jillhcrd@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 President or designee will announce the opportunity to make public comments and identify the cut off time for each attendee. The chat feature within Zoom will also be monitored for comments submitted during the meeting.

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

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

- \_\_\_\_\_ Dan Cohoon, Chairman
- \_\_\_\_\_ Ryan Rice, Vice-Chairman
- \_\_\_\_\_ Mark Moore, Secretary/Treasurer
- \_\_\_\_\_ Gary Belli, Director
- \_\_\_\_\_ Lane Russ, Director
- \_\_\_\_\_ Zach Cahill, Director
- \_\_\_\_\_ Christine Manhart, Director
- \_\_\_\_\_ Jill Demers, Executive Director
- \_\_\_\_\_ Curtis Ihle, Program Manager
- \_\_\_\_\_ Frances Tjarnstrom, Project Coordinator
- \_\_\_\_\_ Doreen Hansen, Watershed Coordinator
- \_\_\_\_\_ Jake Taulbee, Project Coordinator
- \_\_\_\_\_ Julia Sullivan, Forest Health Watershed Coordinator
- \_\_\_\_\_ Anita Hipp, Office Manager

**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 potential action to approve Minutes for Regular Meeting of April 8, 2021\* and Minutes for the Special Meeting of May 5, 2021\*
- 6.2 Financial Reports - Review and potential action to approve May 2021 Financial Report
- 6.3 Executive Director's report and possible board action to declare a continuation of the emergency related to Blue Creek Bridge\*
- 6.4 Grant Applications
  - 6.4.1 Resolution 21-04\* approving the application for grant funds for the Urban Flood Protection Grant Program

*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.*

- 6.4.2 Letter of Commitment for the Northern Mendocino County Forest Health Collaborative project\*
- 6.4.3 Letter of Commitment for the Community Wildfire Protection Plan Phase IV: Wildfire Preparedness project\*
- 6.5 Possible action to approve Forest Program Manager job description\* funded under National Association of Conservation Districts grant for NRCS Technical Assistance
- 6.6 Possible action to appoint a Board representative to the Northwest CA RC&D Council
- 6.7 Possible action to write a letter of support to the Organics Committee of the Statewide Commission on Recycling Markets and Curbside Recycling regarding changing CalRecycle rules and enable local dairies and ranches to compost local food waste.
- 7. NEW BUSINESS**
  - 7.1 Audit Update
  - 7.2 Fiscal year 21/22 planning and FY21/22 budget
- 8. OLD BUSINESS**
  - 7.1 Long-Range Plan – Discussion regarding next steps in the planning process
  - 7.2 NRCS Local Working Group Meeting – August 25<sup>th</sup>, 2021
- 9. SALT RIVER ECOSYSTEM RESTORATION PROJECT and WILLIAMS CREEK PLANNING\* - ACTION**
  - 7.1 Status of Salt River implementation and Williams Creek planning
  - 7.2 Potential board action regarding renewal of Salt River State Lands Lease
  - 7.3 Staff presentation on Salt River Adaptive Management Plan
- 10. RCD PROJECT UPDATES and STAFF REPORTS\***
- 11. FUTURE AGENDA ITEMS**
- 12. NEXT REGULAR MEETING: Thursday, June 11, 2021 at 8 a.m.**  
Meeting location: Zoom Teleconference
- 13. ADJOURNMENT**

Humboldt County Resource Conservation District  
Board of Directors Monthly Board Meeting Minutes  
Video and Teleconference  
April 8, 2021

1. Called to Order by Chairman Dan Cohoon at 8:04am
2. Roll Call-
  - Dan Cohoon, HCRCO Chairman-Present
  - Ryan Rice, HCRCO Vice Chariman- Present
  - Mark Moore, HCRCO Secretary/Treasurer- Present
  - Gary Belli, HCRCO Director-Absent
  - Ryan Rice, HCRCO Director- Present
  - Lane Russ, HCRCO Director- Present
  - Zach Cahill, HCRCO Director- Present
  - Christine Manhart, HCRCO Director-Present
  - Jill Demers, HCRCO Executive Director- Present
  - Curtis Ihle, HCRCO Program Director- Present
  - Anita Hipp, HCRCO Office Manager- Present
  - Frances Tjarnstrom, Project Coordinator- Present
  - Doreen Hansen, Watershed Coordinator- Present
  - Julia Sullivan, Forest Health Coordinator- Present
  - Jake Taulbee, Project Assistant- Present
  - Conor Shea – USFWS
  - Jon Shultz – NRCS
  - Summer Daugherty – County of Humboldt
  - Jack Rice – Consultant with County of Humboldt
  - Kathy Phillis – SRWC/public
  - Alex Blessing – SRWC
3. Additions or Changes to the Agenda: None
4. No public comments received.
5. Informational Items-
  - 5.1. District correspondence received the past month included letters from:
    - BLM – Northwest CA Integrated Resource Management Plan public outreach meetings.
    - Humboldt LAFCO – 2021-22 Budget
    - SDRMA – 2021-22 Property/Liability Program Contributions
  - 5.2. No District Director Updates and Announcements were made.
  - 5.3. NRCS District Conservationist Jon Shultz provided the following updates: A North Coast team forester (located in Ukiah) position is being advertised. First round of EQIP applications are under review.
  - 5.4. USFWS Conor Shea provided the following updates: A meeting regarding progress on the Riverside Ranch berm investigations were held with HCRCO Board members, the landowner,

and adjacent landowners. Results and initial mediation designs should be completed by the end of May.

- 5.5. Summer Daugherty of the County of Humboldt and Jack Rice, as a County consultant, provided an update on the Eel River Sustainable Groundwater Management Act progress. The GSP (Groundwater Sustainability Plan) is being developed and will be submitted to the County Supervisors in December 2021. Discussions were had on who participates in the GSP development.
  - 5.6. An update on the Salt River Watershed Council activities was provided by Kathy Phillis (SRWC Secretary). The SRWC is maintaining the Port Kenyon property and is finalizing the lease for haying and grazing. They anticipate opening the property to public access from Nov to March. The SRWC will participate in the Salt River Adaptive Management Plan's Project Management Team meeting on April 15<sup>th</sup>.
6. Board Action Items-
- 6.1. Board Minutes: Motion by Director Moore to approve the HCRCDD Board of Directors regular monthly meeting minutes of March 11, 2021 and minutes for the Special Meeting of April 1, 2021. Second by Director Rice. Roll Call Vote: Cohoon-Aye, Moore-Aye, Rice-Aye, Manhart-Aye, Cahill – Aye, Russ - Aye. Noes-None. Absent-Belli.
  - 6.2. Financial Report: Discussions were held regarding payments and receivables and staff recommendations. Approve Staff Recommendation as outlined in the financial report: Motion by Director Moore to approve the staff recommendation in the HCRCDD Board of Directors financial report presented on March 11, 2021. Second by Director Manhart. Roll Call Vote: Roll Call Vote: Cohoon-Aye, Moore-Aye, Rice-Aye, Manhart-Aye. Abstain – Cahill. Noes-None. Absent-Belli.
  - 6.3. Unfunded Cooperative Agreement for Vehicle and Space Sharing between NRCS and the Resource Conservation District. Discussions were held to describe the cooperative agreement and possible insurance coverage requirement. Motion by Director Rice to approve the Cooperative Agreement. Second by Director Rice. Vote: Roll Call Vote: Cohoon-Aye, Moore-Aye, Rice-Aye, Manhart-Aye. Noes-None. Absent-Belli and Cahill.
7. Old Business
- 7.1. Long-range/Strategic plan: Dina Moore will be doing pre-survey interviews with directors. Day and time of scheduled meeting will be modified. Executive Director Demers will coordinate.
  - 7.2. Ethics and Sexual Harassment Training: It was reconfirmed that directors are required to do the trainings.
8. New Business
- 8.1. NRCS Local Working Group Meetings: Background information was provided about group meetings. Meetings inform NRCS's work, action plans, alternatives, and funding. Allows for coordinating programs between the HCRCDD and NRCS. First meeting will be held August 25<sup>th</sup>, 2021 (tentative).
9. Salt River Ecosystem and Williams Creek Restoration Projects
- A Salt River update is available in the staff report.
- Williams Creek Restoration project was awarded planning funding from the State Coastal Conservancy and the Wildlife Conservation Board. A large implementation grant proposal is being considered by the CA Natural Resources Agency. A National Fish and Wildlife Foundation

pre-proposal was submitted for further implementation funds. RCD staff continues to work with two Williams Creek landowners to site a sediment management area. The restoration project needs to develop a long-term maintenance plan.

Riverside Ranch – Director Rice would like to have a field meeting in the near future.

10. Project and staff updates provided in board packet to the Board of Directors. Brief review of the staff report was provided by Executive Director, Demers.
  - 10.1. Administrative – a draft audit was received from the accountant. A workers compensation claim was filed. Request that the Board consider uniform cost accounting.
  - 10.2. Forest Health Program – Yurok emergency bridge replacement contracting ongoing. A fuel break is being created on Yurok land and in Garberville. Julia Sullivan is working on forest health projects and programs.
11. Future Agenda Items-
  - Review of the Salt River Adaptive Management Plan
12. Next Regular Meeting- Thursday May 13, 2021 at 8:00am Zoom Teleconference
13. Meeting Adjourned at 9:50am

Humboldt County Resource Conservation District  
Board of Directors Special Board Meeting Minutes  
Video and Teleconference  
May 5, 2021

1. CALLED TO ORDER by Chairman Dan Cohoon at 3:00 pm
2. ROLL CALL-
  - Dan Cohoon, HCRCO Chairman-Present
  - Ryan Rice, HCRCO Vice Chairman- Present
  - Mark Moore, HCRCO Secretary/Treasurer- Present
  - Gary Belli, HCRCO Director-Absent
  - Lane Russ, HCRCO Director- Present
  - Zach Cahill, HCRCO Director- Present
  - Christine Manhart, HCRCO Director-Present
  - Jill Demers, HCRCO Executive Director- Present
  - Curtis Ihle, HCRCO Program Director- Present
  - Frances Tjarnstrom, Project Coordinator- Present
  - Doreen Hansen, Watershed Coordinator- Present
  - Jake Taulbee, Project Assistant- Present
  - Julia Sullivan, Forest Health Coordinator- Present
  - Anita Hipp, HCRCO Office Manager- Present
  - Jon Shultz – NRCS
  - Dina Moore, Volunteer
  - Heather Equinoss, Consultant
3. ADDITIONS OR CHANGES TO THE AGENDA: None.
4. PUBLIC COMMENT: No public comments received.
5. LONG-RANGE PLANNING MEETING  
Heather Equinoss facilitated a working session to develop draft long-range goals and strategies for District operations. Next steps will be discussed at future board meetings to finalize and approve long-range plan.
6. NEXT REGULAR MEETING: Thursday, May 13, 2021 at 8 a.m.  
Meeting location: Zoom Teleconference
7. ADJOURNMENT – meeting adjourned at 5:02pm