

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.

SPECIAL MEETING

AGENDA

Wednesday, May 27, 2020

10:00 A.M.

TELECONFERENCE ONLY 707-890-6214, no PIN required

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

To request board packet information, please contact Jill Demers at jillhrcrd@gmail.com or 707-296-3992)

IMPORTANT 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 telephonically in the manner described below.

HOW TO OBSERVE THE MEETING:

Telephone: Listen to the meeting live by calling 707-890-6214. There is no PIN required to join the meeting.

HOW TO SUBMIT PUBLIC COMMENTS:

Before the Meeting: Please email your comments to jillhrcrd@gmail.com before 10am on May 27, 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**

_____ 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
- _____ Tim Bailey, Forest Health Watershed Coordinator
- _____ Jake Taulbee, Project Assistant
- _____ Jon Shultz, NRCS District Conservationist
- _____ Jeff Stackhouse, University of California Cooperative Extension Rangeland Specialist

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. BOARD ACTION ITEMS*

5.1 Oath of Office for Appointed Director Zach Cahill

5.2 Approve Minutes of the April 9, 2020 Board of Directors Meeting.

5.3 Resolution No. 20-07 authorizing the establishment of an interest-bearing account at Redwood Capital Bank to hold advance payment of funds from CALFIRE for the Improving Forest Health in the Yurok Community Forest And Salmon Sanctuary Project, Grant Agreement Number 8GG19607.

5.4 Resolution No. 20-08 authorizing the Executive Director or designee to enter into grant agreement with State Coastal Conservancy for White Slough Tidal Wetlands Project and to execute any required subcontracts or Memorandum of Understandings to advance Project activities.

6. NEXT REGULAR MEETING: Thursday, June 11, 2020 at 8 a.m.

Meeting location: Agricultural Center, 5630 South Broadway, Eureka, CA **or** Teleconference

7. 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 Monthly Board Meeting Minutes
Teleconference
April 9, 2020

1. Called to Order by Chairman Dan Cohoon at 8:02am
2. Roll Call-
 - Dan Cohoon, HCRCD Chairman-Present
 - Gary Markegard, HCRCD Vice Chairman- Present
 - Mark Moore, HCRCD Secretary/Treasurer- Present
 - Gary Belli, HCRCD Director-Absent
 - Ryan Rice, HCRCD Director- Present
 - Lane Russ, HCRCD Director- Present
 - Zach Cahill, HCRCD Associate Director- Present
 - Christine Manhart, HCRCD Associate Director-Present
 - Jill Demers, HCRCD Executive Director- Present
 - Curtis Ihle, HCRCD Program Director- Present
 - Lauri Barnwel, HCRCD Office Manager- Present
 - Frances Tjarnstrom, Project Coordinator- Present
 - Doreen Hansen, Watershed Coordinator- Present
 - Tim Bailey, Forest Health Coordinator- Present
 - Jake Taulbee, Project Assistant- Present
 - Jon Shultz, NRCS District Conservationist- Present
3. Remove item 5.4 UCCE update, Mr. Stackhouse unavailable.
4. No public comments received.
5. Informational Items-
 - 5.1. District correspondence circulated provided via email for review. Brief discussion of included items; auditor response letter to RFS, Notice of Completion for 2019 Salt River and SDRMA Special District insurance notice of increasing program premiums.
 - 5.2. No HCRCD Directors updates provided.
 - 5.3. NRCS update by District Conservationist Jon Shultz on COVID-19 Safe at Home guidance. Current NRCS staff teleworking as offices are closed to the public. One staff member on site. Staff working through EQIP projects using telecommunications options and photos to conduct field reviews as necessary. Site visit to be conducted on as needed basis. Engineer position has been filled; official start date not yet announced. Project applications and deadlines to be extended to mid-May creating a shorter field season for producers and staff. Additional stimulus money anticipated from the COVID-19 emergency.
 - 5.4. No update by UCCE.
6. Board Action Items-
 - 6.1. Motion by Director Markegard to approve the HCRCD Board of Directors regular monthly meeting minutes of March 12, 2020. Second by Director Moore. Roll Call Vote: Cohoon-Aye, Markgard-Aye, Moore-Aye, Rice-Aye, Russ-Aye, Noes-None, Absent-Belli
 - 6.2. Discussion and review of Emergency HCRCD COVID-19 Operations Plan. Plan addresses current office status and activities, employee workload and reduction in hours, teleworking policies, and general operation procedures.
Motion by Director Markegard to accept Emergency COVID-19 Operations Plan with the addition of Federal Law revisions to Families First Coronavirus Act and maintaining staff health

reimbursements regardless of hours worked during Stay at Home order. Second by Director Moore. Roll Call Vote: Cohoon-Aye, Markgard-Aye, Moore-Aye, Rice-Aye, Russ-Aye, Noes-None, Absent-Belli

- 6.3. Motion by Director Markegard to approve the staff recommendation outlined in the HCRC Board of Directors financial report presented on April 9, 2020. Roll Call Vote: Cohoon-Aye, Markgard-Aye, Moore-Aye, Rice-Aye, Russ-Aye, Noes-None, Absent-Belli
 - 6.4. Resolution No. 20-03 endorsing the application to the California Natural Resources Agency's Urban Flood Protection Program to develop design plans and begin implementation for Williams Creek restoration and conditionally accepting grant if offered.
 - 6.5. Resolution No. 20-04 endorsing the application to the National Fish and Wildlife Foundation's National Coastal Resiliency Fund Program to finalize design plans for the Williams Creek restoration project and conditionally accepting grant if offered.
 - 6.6. Resolution No. 20-05 endorsing the application to the State Coastal Conservancy's Proposition 1 Grant Program to finalize design plans for the Williams Creek restoration project and conditionally accepting grant if offered.
Motion by Director Markegard to accept and approve Resolution No. 20-03, 20-04 and 20-05 for grant applications submitted for planning and implementation of restoration activities on Williams Creek. Second by Director Moore. Roll Call Vote: Cohoon-Aye, Markgard-Aye, Moore-Aye, Rice-Aye, Russ-Aye, Noes-None, Absent-Belli -None
 - 6.7. Resolution No. 20-06 authorizing the Executive Director to enter into a loan agreement for a revolving line of credit and to request advances as necessary for operating expenses pending receipt of outstanding receivables.
 - 6.8. Motion by Director Markegard accept and approve Resolution No. 20-06 authorizing the Executive Director to enter into a loan agreement for a revolving line of credit and to request advances as necessary for operating expenses pending receipt of outstanding receivables. Second by Director Moore. Roll Call Vote: Cohoon-Aye, Markgard-Aye, Moore-Aye, Rice-Aye, Russ-Aye, Noes-None, Absent-Belli -None
 - 6.9. Discussion regarding the resignation of Director Dale and notification to the County Board of Supervisors. Additional discussion by Board of process to fill vacancy and policy addressing associate directors.
Motion by Director Moore to accept and approve Associate Director Cahill to fulfill vacancy of the Board and submit necessary documents to Humboldt County Board of Supervisors. Second by Director Rice. Roll Call Vote: Cohoon-Aye, Markgard-Aye, Moore-Aye, Rice-Aye, Russ-Aye, Noes-None, Absent-Belli -None
7. Salt River Ecosystem and Williams Creek Restoration Projects-
 - 7.1. Salt River and Williams Creek Project phasing summary had been proposed at a Special Board Meeting in Feb 2020. HCRC staff are reevaluating approach to Project phasing to balance the need for implementing the Salt River Project, with measures to keep our staff and partner landowners safe and healthy. In order to accomplish significant benefits this 2020 construction season, we are working to present a reduced project footprint that will allow the Project Team to quickly come to consensus with landowners. The proposed project is to construct a temporary project without the additional 3,700 ft of permanent Salt River channel proposed. Constructing this reduced project footprint will provide essential flood alleviation benefits not only within the 2020 project footprint, but also to landowners and public infrastructure nearly a mile up upstream in the watershed, allowing the community to be more resilient by improving drainage, reducing surface water quality impacts, and bringing agricultural working lands into production during the interim period between the 2020 construction season and when the Salt

River Project is completed in 2022/2023, along with a Williams Creek Restoration Project. Additionally, fish passage conditions will be improved with a shallow swale, reducing entrapment potential by formally connecting Salt River to Williams Creek and the upper watershed.

Williams Creek- GHD completed the Alternatives Analysis. HCRCB staff will draft a cover letter and distribute to landowners where the proposed activities may take place.

Adaptive Management- Monitoring reports are nearly completed for all aspects of the Salt River Project; staff is reviewing annual Vegetation Report. An annual Adaptive Management Plan report is soon to follow.

Riverside Ranch- Staff submitted a final proposal to the Wildlife Conservation Board to investigate flood impacts and possible modifications concerning the Riverside Ranch setback berm. A field visit from Wildlife Conservation Board representatives is on hold given COVID-19, but consideration of the funding request is on the WCB agenda.

8. Project and staff updates provided via email to the Board of Directors. No questions.
9. Future Agenda Items-
10. Next Regular Meeting- Thursday May 12, 2020 at 8:00am Humboldt Agricultural Center or Teleconference
11. Meeting Adjourned at 9:44 am

Oath of Office

STATE OF CALIFORNIA

County of Humboldt

} **Humboldt County Resource Conservation District**

*I, **Zach Cahill**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.*

(Appointee Signature)

Subscribed and sworn to (or affirmed) before me, this 27th day of May, 2020

(Signature Of Person Administering Oath)

Executive Director

(Title)

Before taking office, each member must take and subscribe this Oath of Office before a district director, other district officer, state or county officer, judicial officer or notary public, to be filed with the County Clerk.



Humboldt County Resource Conservation District

5630 South Broadway Eureka, CA 95503

Phone (707) 442-6058 Ext. 5

hercd@yahoo.com

HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS

RESOLUTION NO. 20-07

SUMMARY: RESOLUTION AUTHORIZING THE ESTABLISHMENT OF AN INTEREST-BEARING ACCOUNT AT REDWOOD CAPITAL BANK TO HOLD ADVANCE PAYMENT OF FUNDS FROM CALFIRE FOR THE IMPROVING FOREST HEALTH IN THE YUOK COMMUNITY FOREST AND SALMON SANCTUARY PROJECT, GRANT AGREEMENT NUMBER 8GG19607

WHEREAS, the Humboldt County Resource Conservation District (HCRCD) is a Special District established under Division 9 of the California Public Resources Code to deliver and facilitate natural resources conservation services in coordination with private landowners of Humboldt County; and

WHEREAS, the HCRCD has entered into a Grant Agreement with State of California Department of Forestry and Fire Protection (CAL FIRE), known as the Improving Forest Health In The Yurok Community Forest And Salmon Sanctuary Project, Grant Agreement Number 8GG19607; and

WHEREAS, said Agreement allows CAL FIRE to provide Advance Payments for work to be performed; and

WHEREAS, said Agreement stipulated that Advance Payments must be deposited into an interest-bearing account and that any interest earned on advance payment funds must be accounted for and used toward offsetting the project cost or returned to CAL FIRE; and

WHEREAS, the HCRCD has an established banking relationship with Redwood Capital Bank; and

WHEREAS, HCRCD desires to establish an interest-bearing account to hold CAL FIRE Advance Payment funds in accordance to term of the said Agreement.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Board of Directors of the Humboldt County Resource Conservation District Does hereby approve and adopt this Resolution authorizing Staff to establish a separate interest-bearing account with Redwood Capital Bank to hold CAL FIRE funds made available under Grant Agreement Number 8GG19607 and to make payments or transfers from this account as required for costs incurred to complete the Improving Forest Health In The Yurok Community Forest And Salmon Sanctuary Project.

Approved and Adopted by the Board of Directors of the Humboldt County Resource Conservation District this 27th day of May, 2020.

I, the undersigned, hereby certify that the foregoing Resolution Number 20-07 was duly adopted by the Board of Directors following roll call vote:

Ayes: _____

Noes: _____

Abstain: _____

Absent: _____

Dan Cohoon, Chairman
HCRCB Board of Directors

ATTEST:

Gary Markegard, Vice-Chairman
HCRCB Board of Directors



Humboldt County Resource Conservation District

5630 South Broadway Eureka, CA 95503

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HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS

RESOLUTION NO. 20-08

Resolution authorizing the Executive Director or designee to enter into grant agreement with State Coastal Conservancy for White Slough Tidal Wetlands Project and to execute any required subcontracts or Memorandum of Understandings to advance Project activities.

WHEREAS, the Humboldt County Resource Conservation District (HCRCDD) is a Special District established under Division 9 of the California Public Resources Code to deliver and facilitate natural resources conservation services in coordination with private landowners of Humboldt County; and

WHEREAS, HCRCDD is committed to assisting private and public landowners conduct conservation projects that benefit natural resources in Humboldt County; and

WHEREAS, the HCRCDD supports the goals of watershed management and encourages collaboration and partnerships that work to restore and enhance natural resources in Humboldt County; and

WHEREAS, the HCRCDD supports the implementation of tidal restoration on the White Slough unit of the Humboldt Bay National Wildlife Refuge by holding a grant agreement with the State Coastal Conservancy and administering project funds to complete tidal restoration goals; and

WHEREAS, the State Coastal Conservancy desires to execute a new grant agreement with the HCRCDD to support tidal restoration at White Slough by excavating and transporting soils from the College of the Redwoods to White Slough.

NOW, THEREFORE, BE IT RESOLVED: the Board of Directors of the Humboldt County Resource Conservation District:

1. Authorizes HCRCDD Executive Director or designee to accept and sign any grant agreement and all subsequent amendments for grant administration and names HCRCDD Program Manager or designee to act as Project Manager; and
2. Authorizes HCRCDD Executive Director or designee to develop and sign any required subcontracts or Memorandum of Understandings to advance Project activities.

Approved and Adopted by the Board of Directors of the Humboldt County Resource Conservation District this 27th of May, 2020.

I, the undersigned, hereby certify that the foregoing Resolution Number 20-08 was duly adopted by the Board of Directors following roll call vote:

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

Dan Cohoon, Chairman
HCRCD Board of Directors

ATTEST:

Gary Markegard, Vice-Chairman
HCRCD Board of Directors