

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 10, 2021

8:00 A.M.

### VIDEO and TELECONFERENCE ONLY

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

#### IMPORANT 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=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

#### 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. NEW BUSINESS – ACTION**

- 6.1 Mad River Slough Demello Parcel Restoration Project\*  
Presentation by Humboldt Bay National Wildlife Refuge (Cashell Villa, Refuge Manager) and USFWS Coastal Program (Conor Shea, PE) regarding Mad River Slough Demello Parcel Restoration Project and possible action of board to authorize HCRCD to act as fiscal sponsor via an agreement with the State Coastal Conservancy and act as CEQA lead agency for the Project.
- 6.2 Review and possible action to approve FY18/19 Audit conducted by JJACPA

**7. OLD BUSINESS - ACTION**

- 7.1 Executive Director's report and possible board action to declare a continuation of the emergency related to Blue Creek Bridge\*

*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.*

- 7.2 Long-Range Plan\* – Review and possible action to approve new Vision and Mission Statements and discussion and possible action on next steps to complete the plan.
- 7.3 Possible action to appoint a Board representative to the Northwest CA RC&D Council
- 7.4 NRCS Local Working Group Meeting – August 25<sup>th</sup>, 2021 to focus on forestry issues.

**8. BOARD STANDING ACTION ITEMS**

- 8.1 Review and potential action to approve Minutes for Regular Meeting of May 13, 2021\*
- 8.2 Financial Reports - Review and potential action to approve June 2021 Financial Report

**9. SALT RIVER ECOSYSTEM RESTORATION PROJECT and WILLIAMS CREEK PLANNING\* - ACTION**

- 9.1 Discussion and possible action regarding status of Salt River implementation and Williams Creek planning
- 9.2 Potential board action regarding renewal of Salt River State Lands Lease
- 9.3 Staff presentation on Salt River Adaptive Management Plan

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

**11. FUTURE AGENDA ITEMS**

- 11.1 Possible action to approve NRCS Operations Agreement
- 11.2 Fiscal year 21/22 planning and FY21/22 budget

**12. NEXT REGULAR MEETING: Thursday, July 8, 2021 at 8 a.m.**

Meeting location: TBD pending COVID – 19 guidance from the State

**13. ADJOURNMENT**

Humboldt County Resource Conservation District  
Board of Directors Monthly Board Meeting Minutes  
Video and Teleconference  
May 13, 2021

1. Called to Order by Chairman Dan Cohoon at 8:03am
2. Roll Call-
  - Dan Cohoon, HCRCD Chairman-Present
  - Ryan Rice, HCRCD Vice Chariman- Absent
  - Mark Moore, HCRCD Secretary/Treasurer- Present
  - Gary Belli, HCRCD Director-Absent
  - Lane Russ, HCRCD Director- Absent
  - Zach Cahill, HCRCD Director- Present, Excused Early
  - Christine Manhart, HCRCD Director-Present
  - Jill Demers, HCRCD Executive Director- Present
  - Curtis Ihle, HCRCD Program Director- Present
  - Anita Hipp, HCRCD Office Manager- Present
  - Frances Tjarnstrom, Project Coordinator- Absent
  - Doreen Hansen, Watershed Coordinator- Present
  - Julia Sullivan, Forest Health Coordinator- Absent
  - Jake Taulbee, Project Assistant- Absent
  - Conor Shea – USFWS
  - Jon Shultz – NRCS
  - Mik McKee – Western Rivers Conservancy
  - Rex Bohn – County of Humboldt Board of Supervisors
  - Stuart Titus – Ferndale Enterprise
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:
    - Coastal Commission – CDP application and consistency determination by CDFW for the Ocean Ranch Project
    - SDRMA – Insurance letter update on 2020/21 insurance costs
  - 5.2. District Director Updates and Announcements were made.
    - Christine Manhart – Regional Water Board is monitoring large watersheds for salt and nutrients in the north coast region. Other regions have monitoring plans and management groups.
  - 5.3. NRCS District Conservationist Jon Shultz provided the following updates:
    - EQIP applications are under review and contracts are being obligated. A request to National Headquarters is being made for drought assistance.

- Personnel – North Coast team forester is being selected, replacing Matt Cocking. Forester will work out of Ukiah. Though the selection has been made, it has not made public.
- 5.4. USFWS Conor Shea provided the following updates:
- The Riverside Ranch berm analysis continues and alternatives are being developed. A virtual meeting is being coordinated for the end of May and an in-person meeting should occur in June.
6. Board Action Items-
- 6.1. Board Minutes: Motion by Director Manhart to approve the HCRC D Board of Directors regular monthly meeting minutes of March 11, 2021 and minutes for the Special Meeting of April 1, 2021. Second by Director More. Roll Call Vote: Cohoon-Aye, Moore-Aye, Manhart-Aye, Cahill – Aye. Noes-None. Absent-Belli, Rice, Russ.
- 6.2. Financial Report: Discussions were held regarding line-of-credit, grant retention, cash flow, Count assistance, 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 HCRC D Board of Directors financial report presented on March 11, 2021. Second by Director Manhart. Roll Call Roll Call Vote: Cohoon-Aye, Moore-Aye, Manhart-Aye, Cahill – Aye. Noes-None. Absent-Belli, Rice, Russ.
- 6.3. Executive Director’s report and possible board action to declare a continuation of the emergency related to Blue Creek Bridge. Discussions were held regarding engaging contractors with emergency repairs, insurance bonds, labor compliance, timeframe. Motion by Director Moore to extend the emergency declaration. Second by Director Manhart. Roll Call Roll Call Vote: Cohoon-Aye, Moore-Aye, Manhart-Aye, . Noes-None. Absent-Belli, Rice, Russ, Cahill.
- 6.4. Grant Applications
- 6.4..1. Resolution 21-04 approving the application for grant funds for the Urban Flood Protection Grant Program, as required by the CA Natural Resource Agency. Motion by Director Moore to approve Resolution 21-04 for the application to the Urban Flood Protection Grant Program. Second by Director Manhart. Roll Call Vote: Cohoon-Aye, Moore-Aye, Manhart-Aye, Cahill – Aye. Noes-None. Absent-Belli, Rice, Russ.
- 6.4..2. Letter of Commitment for the Northern Mendocino County Forest Health Collaborative project and 6.4.3 Letter of Commitment for the Community Wildfire Protection Plan Phase IV: Wildfire Preparedness project  
Motion by Director Moore to submit commitment letters to the Northern Mendocino County Forest Health Collaborative Project and the Community Wildfire Protection Plan Phase IV: Wildfire Preparedness Project. Seconded by Director Manhart. Roll Call Vote: Cohoon-Aye, Moore-Aye, Manhart-Aye, Cahill – Aye. Noes-None. Absent-Belli, Rice, Russ.
- 6.5. The HCRC D will hire a forester, funded under the National Association of Conservation Districts grant, for NRCS technical assistance. A position description has been submitted for review. Director Moore moved to approve the position description and authorization to advertise the position. Second by Director Manhart. Roll Call Vote: Cohoon-Aye, Moore-Aye, Manhart-Aye, Cahill – Aye. Noes-None. Absent-Belli, Rice, Russ.
- 6.6. The Board delayed the appointment of a Director to the CA RC&D Council. An appointment will be made at the June Board meeting.

- 6.7. Discussions were held about 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. Board recommended the Executive Director coordinate with Director Cahill and Western United regarding letter of support submission.
7. New Business
  - 7.1. Audit update will be reviewed at future meeting.
  - 7.2. FY21/22 budget will be reviewed at future meeting.
8. Old Business
  - 8.1. Draft of the HCRCO Long Range Plan will be reviewed by the Board at the June meeting. An additional planning meeting may be needed.
  - 8.2. Information shared about the NRCS Local Working Group Meeting on August 25<sup>th</sup>, 2021.
9. Salt River Ecosystem and Williams Creek Restoration Projects
  - 9.1. A Salt River update is available in the staff report. An AMP meeting was held in April. A Salt River walk, between Dillon Rd Bridge and Reas Creek, will take place in next month. Williams Creek Restoration project was awarded planning funding from the State Coastal Conservancy and the Wildlife Conservation Board. Landowner meetings are being held mainly concerning adaptive management. The project needs to determine the location of the SMA.
  - 9.2. Salt River State Lands Lease. Discussion on including Albin agricultural bridge in renewal of the State Lands Lease was discussed. Board requests a staff recommendation for the June meeting.
  - 9.3. Staff presentation of the Salt River Adaptive Management Plan is delayed until the June meeting.
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.
11. Future Agenda Items-  
Audit update, FY21/22 budget, review Long Range Plan, Salt River State Lands Lease, AMP presentation.
12. Next Regular Meeting- Thursday June 11, 2021 at 8:00am Zoom Teleconference
13. Meeting Adjourned at 9:55am