

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, July 9, 2020

8:00 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 8am on April 9, 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. INFORMATIONAL ITEMS

- 5.1 District Correspondence
- 5.2 HCRCD 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 HCRCD Update re: COVID Operations - *Jill Demers, Executive Director*
- 5.4 *NRCS Update – Jon Shultz, NRCS District Conservationist*
- 5.5 *UCCE Update - Jeffery Stackhouse, Rangeland Specialist*

6. BOARD ACTION ITEMS

- 6.1 Review and action to approve Minutes for Regular Meeting of June 11, 2020*
- 6.2 Financial Reports
 - 6.2.1 Review and potential action to approve FY16/17 Audit - Stacey Edgmon, Aycock & Edgmon (*Handout, to be emailed prior to meeting*)
 - 6.2.2 Review and potential action approve to July 2020 Financial Report (*Handout, to be emailed prior to meeting*)
- 6.3 Distribute updated Board Roster*
- 6.4 Grant Applications - Board may act to direct HCRCD to submit grant applications and accept project funding, if offered, as defined in the following resolutions:
 - 6.4.1 Resolution 20-10* endorsing the application to the Wildlife Conservation Board's 2020 Public Access Program for Salt River Ecosystem Restoration Project - Riverside Ranch, and conditionally accepting grant if offered
- 6.5 White Slough Wetland Enhancement Project - *Two bid packages were released in June with bid openings occurring June 29th and July 2nd. Due to the timing of the bid protest periods (ending*

July 1st and July 7th, respectively), the recommendation to award memos and resolutions will be emailed prior to board meeting.

6.5.1 Resolution 20-11 to award contract for the College of the Redwoods Soil Reuse at White Slough Project

6.5.2 Resolution 20-12 to award contract for the White Slough Wetland Enhancement – 2020 Soil Transport Services

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

8. RCD PROJECT UPDATES and STAFF REPORTS*

9. PERSONNEL - *Discuss Executive Director annual review process and timeline*

10. FUTURE AGENDA ITEMS

11. NEXT REGULAR MEETING: Thursday, August 13, 2020 at 8 a.m.

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

12. 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
June 11, 2020
VIA TELECONFERENCE**

1. Teleconference meeting called to order at 8:01am by Dan Cohoon, Chairman
2. Roll Call

Present- Dan Cohoon, Chairman
Present- Gary Markegard, Vice-Chairman
Present- Mark Moore, Secretary/Treasurer
Present- Gary Belli, Director
Absent- Ryan Rice, Director
Present- Lane Russ, Director
Present- Zach Cahill, Director
Present-Christine Manhart, Associate Director
Present- Jill Demers, Executive Director
Present- Curtis Ihle, Program Manager
Present- Lauri Barnwell, Office Manager
Present- Frances Tjarnstrom, Project Coordinator
Present- Doreen Hansen, Watershed Coordinator
Present - Tim Bailey, Forest Health Watershed Coordinator
Present - Jake Taulbee, Project Assistant
Present- Jon Shultz, NRCS District Conservationist
Absent- Jeff Stackhouse, University of California Cooperative Extension Rangeland

3. Remove item 5.5 UCCE update by Jeff Stackhouse
4. No public comment received.
5. Informational Items
 - 5.1. District correspondence provided via email for review. Brief discussion of included items; notice from the Department of Finance for audit of Prop 1E funds, letter from Herman Law Office regarding property boundaries on the Salt River, Mercer Frasier request for retention release, LAFCo Budget, CalPers paid family leave information, NACD membership request, and Letter from State Lands regarding lease changes as related to COVID-19.
 - 5.2. Update by Director Markegard on the financial status of the RC and D. The RC and D was able to secure a CARES Grant in the amount of \$54,000.
 - 5.3. HCRCDC has received County Health Department approval to reopen as part of COVID-19 Stage 2. Operational plans have been updates and distributed.
 - 5.4. NRCS update provided by District Conservationist Jon Shultz included staffing changes, office procedures under COVID-19 Federal guidelines, and program funding applications and activities for EQIP, CSP, and NWQI. Additional information provided on a partnership with HCRCDC and NRCS to update the Salt River Watershed Assessment.
6. Board Action Items
 - 6.1. Motion by Director Markegard to approve the HCRCDC Board of Directors meeting minutes of May 27, 2020. Second by Director Moore. Roll Call Vote: Cohoon-Aye, Markgard-Aye, Moore-Aye, Belli -Aye, Russ-Aye, Cahill-Aye Noes-None, Absent- Rice

6.2. Financial Report

6.2.1. Motion by Director Markgard to accept and approve HCRCF financial report as presented. Second by Director Moore. Roll Call Vote: Cohoon-Aye, Markgard-Aye, Moore-Aye, Belli - Aye, Russ-Aye, Noes-None, Absent- Rice, Abstain- Cahill

6.2.2. Motion by Director Markegard to accept and approve HCRCF Fiscal Year 2020/2021 Annual Operating Budget. Second by Director Moore. Roll Call Vote: Cohoon-Aye, Markgard-Aye, Moore-Aye, Belli -Aye, Russ-Aye, Cahill-Aye Noes-None, Absent- Rice

6.3. Review and reorganization of current committees.

Standing Committees:

Executive Committee- Chairman Cohoon, Vice Chairman Markegard, Treasurer Moore.

Soil Health Committee-Chairman Markgard, Director Russ, Director Cahill, Shultz NRCS, Stackhouse UCCE

Dairy Committee-Cahill

Ad Hoc Committees:

Salt River Implementation Committee-Director Cohoon, Director Belli, Director Russ, Associate Director Manhart

Riverside Ranch Committee-Director Belli, Director Markegard, Director Rice, Associate Director Manhart

Forestry Committee-Director Cohoon, Director Moore, Director Rice

Motion by Director Markegard to accept and approve HCRCF committees as presented.

Second by Director Moore. Roll Call Vote: Cohoon-Aye, Markgard-Aye, Moore-Aye, Belli - Aye, Russ-Aye, Cahill-Aye Noes-None, Absent- Rice

6.4. Grant Applications

6.4.1. Resolution No. 20-09 endorsing the application to the Wildlife Conservation Board's 2020 Climate Adaptation and Resilience Program for carbon farm planning in partnership with the California Association of RCDs 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, Belli -Aye, Russ-Aye, Cahill-Aye Noes-None, Absent- Rice

7. New Business-Action

7.1. HCRCF's annual and long-range planning session were cancelled due to local and state-wide COVID-19 orders.

7.1.1. Motion by Director Markegard to extend the timeline of the Long-Range Plan until the end of FY 20/21 and approve the 2020 annual plan. Second by Director Moore. Roll Call Vote: Cohoon-Aye, Markgard-Aye, Moore-Aye, Belli -Aye, Russ-Aye, Cahill-Aye Noes-None, Absent- Rice

7.2. Directors provided copies of multiple HCRCF polices for review. No action taken.

8. Salt River Ecosystem Restoration Project and Williams Creek Planning-Action

8.1.1. Staff continued to coordinate with landowners, funders, and regulatory agencies with the goal of implementing a 2020 Salt River Ecosystem Restoration Project consisting of several temporary project measures to reduce flooding impacts. However, there have been several items that have not aligned to allow for a 2020 construction season. Staff recommends that 1) we postpone construction in 2020, 2) aim for a construction season in

2021 Salt River to implement as construction of as many permanent features as possible as that would ensure that we use our current grant funds, and 3) complete the project in 2022 or 2023 in tandem with Williams Creek. Another option is waiting to complete all phases of Salt River construction until Williams Creek is ready to be implemented.

Motion by Markegard to accept staff recommendation to postpone the 2020 construction season and for staff to develop a timeline for future activities. Second by Director Russ. Roll Call Vote: Cohoon-Aye, Markgard-Aye, Moore-Aye, Belli -Aye, Russ-Aye, Cahill-Aye Noes-None, Absent- Rice

Williams Creek-Current CDFW contract ends June 30th, and additional funds were available provided we identified additional project deliverables. A Project Narrative for outreach and potential easement research has been identified. Work on the next CDFW grant fund (for 30% design and CEQA) will occur starting July

Adaptive Management-New WCB-funded Riverside Ranch Berm Alternatives Analysis project will have kick off meeting on June 9th with CDFW and USFWS regarding technical scope of work.

9. Project and staff updates provided via email to the Board of Directors.
10. Future agenda items: Annual Performance Evaluation of Executive Director, Staff to prepare Salt River activities timeline and update Fee For Service rates.
11. Next Regular Meeting scheduled for Thursday July 9, 2020
12. Adjourned at 9:30 am.