

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, September 13, 2018

8:00 A.M.

Agricultural Center – Auditorium – 5630 South Broadway - Eureka

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

To request board packet information, please contact Jill Demers at 707-832-5594)

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
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 (*Circulated at meeting*)
 - 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 NRCS Update – *Jon Shultz, NRCS District Conservationist*
 - 5.4 University of California Cooperative Extension Report – *Jeffery Stackhouse, UCCE Livestock Advisor*
6. **BOARD ACTION ITEMS**
 - 6.1 Minutes for meeting of August 9, 2018* presented for approval
 - 6.2 September Financial Report presented for approval (*Handout*)
 - 6.3 Review and potential action to approve concept proposal to California River Parkways Grant Program for development and implementation of public access on Riverside Ranch (Salt River Unit of the CA Department of Fish and Wildlife's Eel River Wildlife Management Area).
 - 6.4 Review and potential action to approve fee-for-service contract negotiations with Wildlands Conservancy for grant management training.
 - 6.5 Review and potential action to approve established of fee-for-service program to provide permit application assistance for resource conservation projects.

6.6 Resolution 18-05: Review and potential action to approve grant application to California Department of Food and Agriculture (CDFA) to provide technical assistance and on-demand application assistance to support CDFA's 2018 Climate Smart Agriculture incentive programs and conditionally accepting grant if offered.

6.7 Review and potential action to approve Credit Card Policy.*

6.8 Review board roster & possible action regarding reappointment of directors*.

7. SALT RIVER ECOSYSTEM RESTORATION PROJECT *- ACTION

7.1 Discuss progress of and possible action regarding 2018 construction implementation

7.2 Discuss 2019 implementation planning and possible action regarding landowner agreements and implementation scheduling

7.3 Discuss monitoring and management of Riverside Ranch (Salt River Unit of the CA Department of Fish and Wildlife's (CDFW) Eel River Wildlife Management Area).

7.4 Discuss Salt River Ecosystem Restoration Project Adaptive Management Plan (AMP).

8. RCD PROJECT UPDATES and STAFF REPORTS*

9. FUTURE AGENDA ITEMS

10. NEXT REGULAR MEETING: Thursday, October 11, 2018 at 8 a.m.

Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit), Eureka, CA

11. CLOSED SESSION – PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).)

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 707-442-6058 x 5. 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 Director's Regular Monthly Meeting Minutes

August 9, 2018

Humboldt Agricultural Center 5630 South Broadway Eureka, CA

1. **Meeting called to order** by Board Chairman Dan Cohoon at 8:03 am.
2. **Attendance**
 - Directors Present-D. Cohoon, P. Bussman, G. Markegard , G. Belli , J. Renner
 - Directors Excused - H. Klopper , M. Moore
 - HCRCO Staff -J. Demers- Executive Director, C. Ihle-Program Manager, D.Hansen-Project Coordinator, L. Barnwell-Office Manager, F. Tjarnstrom-Project Coordinator
 - Staff Excused- S. Daugherty-Project Coordinator
 - Guests- Jon Shultz-NRCS District Conservationist, Kate Howard-Point Blue/NRCS, Kristen Kelly-LACO
3. **Changes or Additions to agenda**

No Changes
4. **Public Comment**

No Public Comment
5. **Informational Items**
 - 5.1 District correspondence circulated for review. Brief discussion regarding NRCS WRE Planning, Permitting and Implementation funding opportunity partnership with GHD, Inc. and letters of support for coordination all the Eel River for sediment studies.
 - 5.2 No Director updates.
 - 5.3 NRCS Update-Jon Shultz, NRCS District Conservationist provided an update soil health sustainability training in Willows attended by NRCS staff and announcement of additional staffing positions coming available. The 2019 Farm Bill is still under review, no additional updates provided.
 - 5.4 University of California Cooperative Extension Update- Jeff Stackhouse, UCCE Livestock Advisor unable to attend.
 - 5.5 USFWS Partners and Coastal Programs Update-Liisa Schmoele, USFWS unable to attend.
6. **Board Action Items**
 - 6.1 Motion by Director Markegard to approve the Humboldt County Resource Conservation District Board of Director Meeting minutes of July 12, 2018. Second by Director Belli. Ayes-Directors Bussman, Cohoon, Renner. Noes-None
 - 6.2 Motion by Markegard to approve the Humboldt County Resource Conservation District monthly financial statement and authorize payment of expenses as presented in the staff recommendation. Second by Director Bussman. Ayes-Directors Renner, Cohoon, Belli. Noes-None
 - 6.3 Motion by Director Markegard to authorize certified public accountants Aycock and Edgmon to conduct audit of financial statements for fiscal years ending June 30, 2017 and June 30, 2018. Second by Director Belli. Ayes-Directors Bussman, Cohoon, Renner. Noes-None
 - 6.4 Motion by Director Markegard to authorize Resolution No. 18-07 endorsing the application to National Fish and Wildlife Foundation National Coastal Resilience Fund for the Salt River Ecosystem Restoration Project and conditionally accepting grant if offered. Second by Director Bussman. Ayes-Directors Belli, Cohoon, Renner. Noes-None

- 6.5 Motion by Director Markegard to authorize Resolution No. 18-08 endorsing the application to National Fish and Wildlife Foundation National Coastal Resilience Fund to advance planning in the Williams Creek watershed and conditionally accepting grant if offered. Second by Director Bussman. Ayes-Directors Belli, Cohoon, Renner. Noes-None
- 6.6 Board of Directors to set annual review for Executive Director Demers. Executive Director to work with Director Moore to develop process.
- 6.7 HCRCD Board members are appointed by the Humboldt County Board of Supervisors to serve a four-year term. The term of the three current HCRCD Board members will expire the last day of November 2018. HCRCD is required to notify the Board of Supervisors of any expected vacancy. Director may request re-appointment to serve an additional four year term and the HCRCD Board may take action to write a letter to the Humboldt County Board of Supervisors in support of re-appointment. Discussion regarding expiring member terms held. Directors to inform the Board of re-appointment prior to term expiration. Additional discussion to be held at future meeting, as needed.

7. Salt River Ecosystem Restoration Project-Action

- 7.1 2018 Implementation schedule, available funding, and landowner approvals- Footprint is from current rock grade near Salt River station 238+00 to near Scalvini Swale, with an additive item for continuance to Fulmor Road Bridge (pending results of boundary work for Albin/Vroman section), and includes excavation of backwater alcove, installation of an agricultural bridge, and excavation of 20,000 cubic yards of sediment. Executive Director Demers issued notice of award to Mercer-Fraser Company on July 24th, after RCD received copy of NRCS Compatible Use Authorization for Albin Floodplain Easement. Pre-construction meeting was held the same day with RCD, GHD, and Mercer-Fraser. As of 8am on Aug 9th, RCD has not yet received bonding and insurance information required to execute the contract. Contractually, Mercer-Fraser needed to provide to RCD by Aug 7th. No Schedule has been received from Mercer-Fraser to date. RCD continues to communicate with Mr. Albin and Mr. Daniel DelBiaggio regarding schedule. Board of Directors discussed options as related to the project size and implementation timeframe, as well as impacts of a "no project" both on the ground and fiscally. Directors provided Executive Director direction to next steps to secure necessary documents from Mercer-Fraser to begin implementation, including execution of contract and final notice to proceed deadlines.
- 7.2 2019 Implementation Planning- The design team has reviewed topographic data and potential Williams Creek alternatives and is ready to discuss 2019 final design with landowners upstream of HY 211. RCD's continued priority is coordinating a meeting with Mr. Jim Walker. The Watershed Council has offered to assist in reaching out to the Scalvini Trust. RCD is assisting in searching for a facilitator familiar with project permits and requirements to attend meetings with Watershed Council.
- 7.3 Riverside Ranch Monitoring and Management- Becky Miller, Acting Chief of USFWS Wildlife and Sport Fish Restoration Program and grant manager of grants administered to the Coastal Conservancy for Riverside Ranch acquisition conducted a site visit and evaluated project performance vs grant terms (grant issued to Conservancy to assist with purchase of property). Positive visit overall, but noted public access, ag/wildlife benefits not being realized. A recommendation report will be produced and given to the Conservancy as the grant holder. Start date for USFWS Partners Program grant to be August 15. Total of \$15,000 was awarded to assist with monitoring efforts. RCD staff coordinating data collection with USFWS and consultants.

RCD staff identified a funding source (CA River Parkways) that would allow for developing and implementing public access on Riverside Ranch consistent with the Project permits.

- 7.4 **Adaptive Management Program** AMP annual report still need finalization. When is completed, RCD anticipates calling a meeting of the AMP Project Management Team to discuss 2018 maintenance recommendations, including cleaning of Sediment Management Basin (SMA). CDFW cleared fish from SMA with RCD staff and Francis Creek has been diverted via the diversion channel. The SMA is currently drying out. HSU grad student will be surveying to determine sediment volume in SMA. HCRCD staff also oversaw the Salmonid Sampling Program. Several coho and cutthroat trout were captured in Francis Creek.
8. **HCRCD Project Updates and Staff Report-**
 - 8.1 Review fee-for-service program to provide permit application assistance for resource conservation projects. Draft permit application provided to the Board for review and follow-up feedback.
 - 8.2 General program updates provided in Directors Board Packet.
9. **Future Agenda Items requested by Directors**
10. **Next regular monthly meeting** scheduled for **Thursday, September 13, 2018** 8am at the Humboldt Agricultural Center.
11. **Business Meeting adjourned** by Chairman Cohoon at 9:45am.