

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 12, 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 HCRCDD Director Updates and Announcements – Directors may provide updates on their activities related to the HCRCDD 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*
 - 5.5 USFWS Partners & Coastal Programs Update – *Liisa Schmoele, USFWS Coastal & Partners Program*
6. **BOARD ACTION ITEMS**
 - 6.1 Minutes for meeting of June 14, 2018* presented for approval
 - 6.2 Minutes for Special Meeting of July 3, 2018* presented for approval
 - 6.3 July Financial Report presented for approval (*Handout*)
 - 6.4 Possible action to authorize Board Chairman and Executive Director to execute and deliver to U.S. National Bank Association (US Bank) the applicable contract(s), addenda, amendments and/or any other documents required for the purpose of establishing card program(s), extending credit, and providing services (CAL-Card State of California VISA purchasing card).

7. SALT RIVER ECOSYSTEM RESTORATION PROJECT *- ACTION

7.1 Discussion and possible action regarding of 2018 implementation schedule, available funding, and landowner approvals.

7.2 Resolution 18-06 Award Bid for Salt River Ecosystem Restoration Project – 2018 Construction

Background – HCRC D publicly invited bids for this year’s construction of the Salt River Project beginning June 20th. The announcement was posted on the HCRC D website, sent to Humboldt County Builder’s Exchanges, and emailed to interested contractors. A Legal Notice was published in the Times Standard on June 22 and June 29. The mandatory bid walk was held on July 2nd with 13 potential bidders in attendance. Bids were due and publicly opened at the offices of GHD, Inc. on July 9th at 4pm.

The Board will receive a report from staff on available funding and consider awarding to the apparent lowest responsive, responsible bidder. Should the Board take action to award the contract; the Board will review, approve and adopt Resolution 18-06 which will authorize the Board Chairman or his designee to execute contract documents with the apparent lowest responsive, responsible bidder including any subsequent amendments and issue a Notice to Proceed when all contract and bonding requirements have been satisfied.

7.3 Discuss 2019 implementation planning and possible action regarding landowner agreements and implementation phasing.

7.4 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).

7.5 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, August 9, 2018 at 8 a.m.

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

11. 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

June 14, 2018

Humboldt Agricultural Center 5630 South Broadway Eureka, CA

1. **Meeting called to order** by Board Chairman Dan Cohoon at 8:06 am.
2. **Attendance**
 - Directors Present-D. Cohoon, G. Markegard , M. Moore, J. Renner, H. Klopper, G. Belli
 - Directors Excused - P. Bussman
 - HCRCDD 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, Jeff Stackhouse-UCCE Livestock Advisor
3. **Changes or Additions to agenda**

No Changes
4. **Public Comment**

No Public Comment
5. **Informational Items**
 - 5.1 District Correspondence was discussed and circulated for review during the meeting, including a copy of Williams Creek Alternative Analysis Project Community Meeting invitation card.
 - 5.2 Director Markegard was unable to attend North Coast RC & D Meeting due to a scheduling conflict.
 - 5.3 NRCS Update-Jon Shultz, NRCS District Conservationist provided an update on current EQUIP funding process, NWQI funding and USDA review of unspent funds as related to cancelled contracts from prior years. Shultz also provided update on increasing Eureka NRCS office staff, with the most recent additions of a Pathway Rangeland student, Rangeland Specialist, and Point Blue Biologist.
 - 5.4 University of California Cooperative Extension Update- Jeff Stackhouse, UCCE Livestock Advisor provide update on 4-H, Nutrition and Mater Food preserver programs, Oak woodlands research projects, growing interest and regulations changes related to prescribed fire, and up-coming SB88 workshop for surface water measuring certification.
 - 5.5 USFWS Partners and Coastal Programs Update-Liisa Schmoele, USFW unable to attend.
6. **Board Action Items**
 - 6.1 Motion by Director Markegard to approve the Humboldt County Resource Conservation District minutes of May 10, 2018. Second by Director Belli. Ayes-Directors Renner, Moore, Klopper. 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 Moore. Ayes-Directors Klopper, Belli, Renner. Noes-None
 - 6.3 Motion by Director Markegard to approve Resolution 18-04 to submit proposal to California Department of Fish and Wildlife Prop 1 Resiliency, Recovery and Response

solicitation for the Salt River Ecosystem Restoration Project. Second by Director Moore. Ayes-Directors Klopper, Belli, Renner. Noes-None

6.4 Review and discussion of HCRCD Fee-for-Service Policy and Reserve Fund Policy. Motion by Director Klopper to approve an increase of Reserve Fund Policy for personnel and operating expenses from two months to six months. Second by Director Markegard. Ayes-Directors Belli, Moore, Renner. Noes-None

6.5 Review and discussion of HCRCD Fee-for-Service rates and provided services. Motion by Director Markegard to approve Fee-for-Service hourly rate increase to Reserve Fund Policy of 6 months personnel and operating expenditures. Second by Director Moore. Ayes-Directors Belli, Klopper, Renner. Noes-None

6.6 Discussion of purchasing card options available to the District for short term up-front payments of goods and services. Motion by Director Moore to approve HCRCD Executive Director to prepare an application to CAL-Card State of California VISA purchasing program. Second by Director Markegard. Ayes-Directors Belli, Renner, Klopper. Noes-None

7. Salt River Ecosystem Restoration Project-Action

7.1 2018 Implementation Planning-Final designs for the 2018 footprint are currently in review by the County of Humboldt. The HCRCD anticipates a June 29 bid package release date to include up to Fulmor Bridge. Final specification are expected by the end of the week. The HCRCD continues to work with State Lands and Mr. Albin regarding a lease agreement related to Mr. Albin's agricultural bridge. Staff and design team continue to work with Mr. Vroman regarding channel alignment.

The Watershed Council expressed concern regarding sediment use and the lack of cooperation of landowners who may received sediment. The HCRCD Directors expressed willingness to discuss further with Watershed Council. Staff will move forward working with landowners in good faith and for the success of the project.

7.2 2019 Implementation Planning- Staff and consultants continue to work with landowners and funders on design plans for the remaining Salt River footprint and connection to Williams Creek.

7.3 Riverside Ranch Monitoring and Management-HCRCD staff continues regular site visits to Riverside Ranch. Monitoring and data collection will continue so it can be analyzed then relate it back to the goals and objectives of the project.
CDFW re-released RFP for grazing closed June 8th

7.4 Adaptive Management Program AMP Annual report is nearly complete and under internal review. Staff continuing to move forward with scheduling of Project Management Team meeting to discuss management into the future. The Watershed Council is continuing its efforts to develop and establish a mechanism for sustainable funding for maintenance needs of the Salt River.

8. **HCRCD Project Updates and Staff Report**- Complete written report provided in Directors Board Packet. Update provided on current White Slough Wetland Enhancement Project bidding and construction implementation for 2018 activities. Staff reviewing guidelines under CalRecycle program for cleanup of illegal dumpsites on private lands.

9. **Future Agenda Items requested by Directors**

10. **Next regular monthly meeting** scheduled for **Thursday, July 12, 2018** 8am at the Humboldt Agricultural Center.

11. **Business Meeting adjourned** by Chairman Cohoon at 10:00am.



HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT

Board of Directors Special Meeting Minutes

July 3, 2018

Humboldt Agricultural Center 5630 South Broadway Eureka, CA

Call in 1-707-890-6214

1. **Meeting called to order** by Board Chairman Dan Cohoon at 6:04 pm.
2. **Attendance Role Call**
 - Directors Present -
 - Directors attending via teleconference - Cohoon, Markegard, Belli, Bussman, Klopper
 - Directors Excused - Moore, Renner
 - HCRCO Staff present - J. Demers, Executive Director
3. **Changes or Additions to agenda**

No Changes
4. **Public Comment**

No Public Comment
5. **White Slough Wetland Enhancement Project - ACTION**

Executive Director Demers described the proposed project to transport soil between the Salmon Creek and White Slough Units of the Humboldt Bay National Wildlife Refuge. One bid for White Slough Wetland Enhancement Project - Soil Transport Services 2018 was received by bid opening at 3pm Monday, July 2nd. Executive Director Demers and contractors have reviewed the bid documents and are recommending Frank Zabel Trucking, Inc. as the lowest responsible, responsive bidder. Motion by Director Markegard to approve Resolution 18-05 to award contract for the White Slough Wetland Enhancement – 2018 Soil Transport Services to Frank Zabel Trucking, Inc. Second by Director Belli. Ayes-Directors Bussman, Klopper. Noes-None
6. **Next regular monthly meeting** scheduled for **Thursday, July 14, 2018** 8am at the Humboldt Agricultural Center.
7. **Business Meeting adjourned** by Chairman Cohoon at 6:10pm.