

Humboldt
County



RESOURCE
CONSERVATION DISTRICT

Board of Directors Meeting

The mission of the Humboldt County Resource Conservation District is to assist private and public landowners in the planning, design, and implementation of soil, water, and forest resource conservation practices to improve and enhance natural and working lands in Humboldt County

REGULAR MEETING: AGENDA

Thursday, May 11, 2023

8:00 A.M.

(Items marked with * are attached to director packets. Packets may be requested by contacting the HCRCD at 707-442-6058 x 5 or emailing jillhcrccd@gmail.com.)

LOCATION: HUMBOLDT AGRICULTURAL CENTER

5630 South Broadway

Eureka, CA 95503

OR

TELECONFERENCE via ZOOM & TELEPHONE

The public may observe the meeting from a desktop computer, mobile device, or telephone.

If accessing from a mobile device or desktop computer, click the following link to join the meeting

<https://us02web.zoom.us/j/86397595187?pwd=TnR6dldzVWJ6WUZQdmF1Y0ZuM1IPdz09>

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

To raise your hand on a telephone, press *9

HOW TO SUBMIT PUBLIC COMMENTS:

Before the Meeting: Please email your comments to jillhcrccd@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 Chair or designee will announce the opportunity to make public comments and identify the cut off time for each attendee. Attendees may also "raise" their hand in Zoom or via telephone by pressing *9 to make comments. The chat feature within Zoom will also be monitored for comments submitted during the meeting.

1. **CALL TO ORDER** – Christine Manhart, Chair
2. **ROLL CALL**
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. **CONSENT CALENDAR - ACTION**
 - 5.1 Approve Minutes for Regular Meeting of April 13, 2023*
 - 5.2 Resolution No. 23-07 approving the application for grant funds from the Wildlife Conservation Board for the Russ Creek and Centerville Slough Restoration Project, and conditionally accepting grant, if offered.*
 - 5.3 Approve May 2023 Financial Report and Staff Recommendations to approve reserve for payroll and tax liabilities and approve and issue payments for operating expenses and contractor payments as outlined in financial report.*
6. **ITEMS PULLED FROM CONSENT CALENDAR - Action**
7. **OLD BUSINESS – Action**
 - 7.1 Discuss and potential action to explore partnerships and grant applications to mitigate the negative impacts caused by legacy cannabis cultivation and to assist legal cannabis producers with resource conservation projects.*
8. **NEW BUSINESS – Action**
9. **INFORMATIONAL ITEMS**
 - 9.1 District Correspondence
 - 9.2 RCD Project Updates and Staff Reports*
 - 9.2.1 Salt River Ecosystem Restoration Project & Williams Creek
 - 9.2.1.1 Planning and Implementation Update
 - 9.2.1.2 Sediment Management Area 2023 Maintenance
 - 9.2.2 Other Projects Update
 - 9.3 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.
 - 9.4 NRCS Update – *Todd Golder, NRCS District Conservationist*
10. **FUTURE AGENDA ITEMS**
11. **NEXT REGULAR MEETING: Thursday, June 8, 2023 at 8 a.m.**
Meeting location: Humboldt Agricultural Center and 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 707-442-6058 x 5 or email hrcrd@yahoo.com. 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

REGULAR BOARD MEETINGS AGENDA

Thursday, April 13, 2023 at 8:00 A.M.

LOCATION: Humboldt Agricultural Center, 5630 South Broadway, Eureka, CA & via
ZOOM

1. **CALL TO ORDER** – Christine Manhart, Chair (8:00 A.M.)

2. **ROLL CALL**

- Lane Russ, HCRCD Vice Chairman- Present
- Mark Moore, HCRCD Secretary/Treasurer- present
- Dan Cohoon, HCRCD Director- Present
- Zach Cahill, HCRCD Director- present
- Christine Manhart, HCRCD Director- Present
- Jim Cotton, Director - Present
- Jill Demers, HCRCD Executive Director- Present (video conference)
- Curtis Ihle, HCRCD Program Director- Present
- Anita Hipp, HCRCD Office Manager- Present
- Doreen Hansen, HCRCD Watershed Coordinator- Present
- Jake Taulbee, HCRCD Project Coordinator- Present
- Cessair McKinney, Project Assistant – Present (video conference)

3. **ADDITIONS OR CHANGES TO AGENDA** (Gov. Code 54954.2(B))

- Jim Regli (public)
- Kathy Philis (public)
- Todd Golder (NRCS District Conservationist)
- Cody Reid (public-later appointed HCRCD Director)

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))

Kathy Phillis requests discussing the Walker ditch and alter it to an ag ditch rather than a restoration project.

Jim Regli discussed Salt River board actions in 2021 aimed to come to a consensus about the functionality of the ditch in the old Salt River channel. Requests that the next time the Salt River is on the agenda, we discuss the sizing of the ditch and the footprint. The Salt River Council has been inactive, Jim is acting chairman and would like to discuss someone else taking that role.

5. CONSENT CALENDAR - ACTION

5.1 Approve Minutes for Regular Meeting of March 9, 2023*

5.2 Approve Minutes for Executive Committee Meeting of March 29, 2023*

5.3 Resolution No. 23-06 approving the application for grant funds from the State Coastal Conservancy for the Wildfire Resiliency Planning for Mail Ridge Project, and conditionally accepting grant if offered.*

• Motion to approve the items on consent calendar by Director Cohoon; Seconded by Director Russ. Ayes: Manhart, Cohoon, Cotton, Russ. Noes: None. Passed unanimously.

6. ITEMS PULLED FROM CONSENT CALENDAR – ACTION

No discussion or action.

7. OLD BUSINESS – ACTION

No discussion or action.

8. NEW BUSINESS – ACTION

8.1 Oath of Office for Appointed Directors - The Humboldt County Board of Supervisors acted on April 4, 2023 to appoint Reid Cody to the vacant Director position.

Project Manager Ihle administered the oath of office. Cody Reid took oath of office and is appointed to a director position.

8.2 Approve April 2023 Financial Report and Staff Recommendations to approve reserve for payroll and tax liabilities and approve and issue payments for operating expenses and contractor payments as outlined in financial report.*

Motion to approve the April 2023 Financial Report and staff recommendation to issue checks for general operating expenses and contractor payments (items #1 – 13 on financial report) and pay staff payroll and liabilities when due by Director Cohoon; Seconded by Director Russ. Ayes: Manhart, Cohoon, Cotton, Russ. Noes: None. Passed unanimously.

8.3 Discuss and potential action to explore partnerships and grant applications to mitigate the negative impacts caused by legacy cannabis cultivation and to assist legal cannabis producers with resource conservation projects.*

Board discussed. Motion to direct staff to explore feasibility of grant applications and partnerships, specifically regarding current grant applications and staffing opportunities by Director Cohoon; Seconded by Director Cotton. Ayes: Manhart, Cohoon, Cotton, Russ, Reid Noes: None. Passed unanimously.

9. INFORMATIONAL ITEMS

9.1 District Correspondence
none

9.2 RCD Project Updates and Staff Reports*
Staff provides report.

9.3 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.

HCRCD Chair Christine Manhart and LACO has been doing a study about groundwater effecting streamflow. Just started a pilot program to install water meters in 10 wells. Measuring water use to develop a planning tool for county or other agency use.

9.4 NRCS Update – *Todd Golder, NRCS District Conservationist*

Staffing is low, looking to hire new staff. GS7/9 rangeland hire is coming soon. Student engineer from UC Davis to start soon to assist Engineer on staff. Storm damage is causing infrastructure issues. Some downstream neighbors are complaining about upstream producers not managing culverts, NRCS has been responding. No update regarding the new building. Estimate about a year until the NRCS moves to new office.

10. FUTURE AGENDA ITEMS

Continued cannabis discussion

Salt River

11. NEXT REGULAR MEETING: Thursday, May 11, 2023 at 8 a.m.

Meeting location: Humboldt Agricultural Center and Teleconference

12. ADJOURNMENT

HCRCD Chair Christine Manhart – 10:00 A.M.



Humboldt County Resource Conservation District

5630 South Broadway Eureka, CA 95503

Phone (707) 442-6058 Ext. 5

hered@yahoo.com

RESOLUTION NO. 23-07

RESOLUTION OF THE BOARD OF DIRECTORS OF THE HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT APPROVING THE APPLICATION FOR GRANT FUNDS FROM THE WILDLIFE CONSERVATION BOARD FOR THE RUSS CREEK AND CENTERVILLE SLOUGH RESTORATION PROJECT, AND CONDITIONALLY ACCEPTING GRANT, IF OFFERED.

WHEREAS, funds were made available to the Wildlife Conservation Board for the enhancement or restoration of fish and wildlife habitat and for the development of public access facilities for hunting, fishing or other wildlife-oriented recreational uses; and

WHEREAS, the Humboldt County Resource Conservation District (District) and US Department of Agriculture Natural Resources Conservation Service Wetland Reserve Easement Program intend to enhance existing tidal wetlands and restore marginal diked pastureland to a mosaic of natural habitats, promoting the resilience of the project area and agricultural lands within and adjacent to the project, on 1,480 acres in Lower Eel River.

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

1. Approves the filing of an application for funding from the Wildlife Conservation Board; and
2. Certifies that the District will comply with all federal, state and local environmental, public health, and other appropriate laws and regulations applicable to the project and will obtain or will ensure that the other project partners obtain all appropriate permits applicable to the project; and
3. Further commits to the terms and conditions specified in the grant agreement; and
4. Appoints the Executive Director or designee as a representative(s) of Humboldt County Resource Conservation District to conduct negotiations, execute, submit and sign all documents including but not limited to applications, agreements, amendments, payment requests, and other documents which may be necessary for the completion of the proposed project.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Board of Directors of the Humboldt County Resource Conservation District at its regular meeting held on the _____ day of _____, 2023, by the following vote:

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

I hereby certify that the foregoing Resolution Number 23-07 was adopted by the Board of Directors of the Humboldt County Resource Conservation District.

Mark Moore, Secretary
Board of Directors

5. CONSENT CALENDAR
Item 5.3

Humboldt County Resource Conservation District
Board of Director's Financial Report
4/6/2023 to 5/8/2023

Redwood Capital Bank - General Checking

Date	Number	Payee	Memo	Payment	Deposit	Balance
				Balance Forward		\$ 116,213.46
4/12/2023		CA Resilience Challenge - Forest Lidar Work	145-13 Funds Transfer		\$ 32,786.51	\$ 148,999.97
4/12/2023		National Assoc. of Conservation Districts - TA	152-18 Funds Transfer		\$ 6,592.09	\$ 155,592.06
4/13/2023	10760	Anita Hipp	Reimbursement	\$ 50.00		\$ 155,542.06
4/13/2023	10761	Cessair McKinney	Training Travel	\$ 710.22		\$ 154,831.84
4/13/2023	10762	Doreen Hansen	Reimbursement	\$ 59.99		\$ 154,771.85
4/13/2023	10763	Eide Bailly LLP	February Consulting Services	\$ 1,695.75		\$ 153,076.10
4/13/2023	10764	Jacob Taulbee	Reimbursement	\$ 66.77		\$ 153,009.33
4/13/2023	10765	Jill Demers	Reimbursement	\$ 50.00		\$ 152,959.33
4/13/2023	10766	Larry Wilson	Salmon Creek Roadside Hazardous Fuel Reduction	\$ 1,977.90		\$ 150,981.43
4/13/2023	10767	Mattole Restoration Council	161-4 CalFire Mattole & Salmon Creek	\$ 98,948.38		\$ 52,033.05
4/13/2023	10768	Staple's	Office Supplies	\$ 107.72		\$ 51,925.33
4/13/2023	10770	North Coast Growers Association	165-1 CARCD - NRCS Social Equity	\$ 1,437.07		\$ 50,488.26
4/13/2023	10771	Trees Foundation	161-4 CalFire Mattole & Salmon Creek	\$ 2,032.50		\$ 48,455.76
4/13/2023	10772	US Bank Corporate Payment Systems	CalCard	\$ 4,162.14		\$ 44,293.62
4/13/2023	10773	US Cellular	Cell Services	\$ 342.49		\$ 43,951.13
4/14/2023		State Coastal Conservance - White Slough	106-7R Final Retention		\$ 1,525.91	\$ 45,477.04
4/14/2023		Redwood Capital Bank	Service Charge	\$ 15.00		\$ 45,462.04
4/19/2023		Natural Resource Conservation Service - TA	163-1		\$ 179.06	\$ 45,641.10
4/20/2023	50140	Anita A Hipp	Payroll	\$ 1,669.40		\$ 43,971.70
4/20/2023	50141	Cessair E McKinney	Payroll	\$ 1,427.62		\$ 42,544.08
4/20/2023	50142	Curtis B Ihle	Payroll	\$ 1,532.37		\$ 41,011.71
4/20/2023	50143	Jacob T Taulbee	Payroll	\$ 1,580.66		\$ 39,431.05
4/20/2023	50144	Jill D Demers	Payroll	\$ 2,153.20		\$ 37,277.85
4/20/2023	50145	Mavis D Hansen	Payroll	\$ 1,790.24		\$ 35,487.61
4/21/2023	E-pay	Employment Development Dept	CA Payroll Taxes	\$ 516.49		\$ 34,971.12
4/21/2023	E-pay	United States Treasury	Federal Payroll Taxes	\$ 3,129.74		\$ 31,841.38
4/24/2023		Employment Development Dept	EDD Refund Overpayment		\$ 12.16	\$ 31,853.54
4/24/2023		California Department of Fish & Wildlife	141-22		\$ 38,445.47	\$ 70,299.01
4/26/2023	10769	Ameritas	May Premiums	\$ 385.12		\$ 69,913.89
4/26/2023	10774	United Ag	May Premium	\$ 3,595.94		\$ 66,317.95
4/26/2023	10776	State of Ohio	1st Quarter Taxes	\$ 5.18		\$ 66,312.77
4/27/2023	10775	Employment Development Dept	1st Quarter Taxes	\$ 1,827.97		\$ 64,484.80
4/27/2023		CalFire - Yurok	143-17 Funds Transfer		\$ 5,432.27	\$ 69,917.07
4/27/2023		CalFire Mattole & Salmon Creek	161-4 Funds Transfer Balance \$15,426.99		\$ 175,349.74	\$ 245,266.81
4/27/2023		CalFire Mattole & Salmon Creek	161-4 Funds Transfer Balance		\$ 15,426.99	\$ 260,693.80
5/3/2023		Natural Resource Conservation Service	129-19		\$ 190,037.63	\$ 450,731.43
5/5/2023	50147	Anita A Hipp	Payroll	\$ 1,669.40		\$ 449,062.03
5/5/2023	50148	Cessair E McKinney	Payroll	\$ 1,410.45		\$ 447,651.58
5/5/2023	50149	Curtis B Ihle	Payroll	\$ 1,544.16		\$ 446,107.42
5/5/2023	50150	Jacob T Taulbee	Payroll	\$ 1,610.02		\$ 444,497.40
5/5/2023	50151	Jill D Demers	Payroll	\$ 2,076.15		\$ 442,421.25
5/5/2023	50152	Mavis D Hansen	Payroll	\$ 1,790.22		\$ 440,631.03

5/8/2023	E-pay	Employment Development Dept	CA Payroll Taxes	\$	507.27	\$	440,123.76
5/8/2023	E-pay	United States Treasury	Federal Payroll Taxes	\$	3,092.56	\$	437,031.20

Total Funds Received **\$ 465,787.83**

Payments & Transfers Presented for Approval **\$ 463,238.34**

1	US Bank	CalCard	\$	2,740.42	\$	434,290.78
2	US Cellular	Cell Service	\$	413.14	\$	433,877.64
3	Eide Bailly CPA's	March \$1,968.50 & April \$2,553.45 Consulting Services	\$	4,521.95	\$	429,355.69
4	Staples	Office Supplies	\$	57.61	\$	429,298.08
5	Petty Cash	Miscellaneous	\$	11.95	\$	429,286.13
6	Anita Hipp	Reimbursement	\$	50.00	\$	429,236.13
7	Jake Taulbee	Reimbursement	\$	148.91	\$	429,087.22
8	Jill Demers	Reimbursement	\$	50.00	\$	429,037.22
9	Doreen Hansen	Reimbursement	\$	81.67	\$	428,955.55
10	The Watershed Research & Training Center	145-13 (pd 4/12)	\$	32,006.01	\$	396,949.54
11	Redwood Community Action Agency	106 Retention (pd 4/14)	\$	933.81	\$	396,015.73
12	GHD	141-22 (pd 4/24)	\$	36,557.00	\$	359,458.73
13	Mattole Restoration Council	161-4 (pd 4/27)	\$	37,932.50	\$	321,526.23
14	Roscoe & Associates	161-4 (pd 4/27)	\$	14,774.10	\$	306,752.13
15	Trees Foundation	161-4 (pd 4/27)	\$	7,773.40	\$	298,978.73
16	Baldwin, Blomstrom, Wilkinson & Assoc	161-4 (pd 4/27)	\$	8,235.00	\$	290,743.73
17	Sparrowhawk Construction	161-4 (pd 4/27)	\$	108,200.00	\$	182,543.73
18	Yurok Tribe Wildlife	143-17 (pd 4/27)	\$	4,234.15	\$	178,309.58
19	Redwood Community Action Agency	129-19 (pd 5/3)	\$	103,858.39	\$	74,451.19
20	GHD	129-19 (pd 5/3)	\$	65,957.27	\$	8,493.92
21	CalTrust Transfer of General Reserve Fund Balance (\$169,132 designated and \$130,000 in Redwood Cap prior to transfer)		\$		\$ 39,132.00	\$ 47,625.92
22	Staff Payroll & Liabilities - May 19		\$	15,000.00	\$	32,625.92
23	Ameritas	June Premiums Dental \$353.92 & Vision \$31.20	\$	385.12	\$	32,240.80
24	United Ag	June Premium	\$	3,595.94	\$	28,644.86
25	United Ag	Yearly Membership 6/1/23 to 5/31/24	\$	720.00	\$	27,924.86
26	Staff Payroll & Liabilities - June 5th		\$	15,000.00	\$	12,924.86

Presented for Payment upon Receiving Funds

27	California Conservation Corps	116-44 Wildlife Conservation Board	\$	27,066.00		
28	Mattole Restoration Council	168-1 State Conservaton Board	\$	107,532.00		
29	Elk Ridge Forestry	159-5 Calfire Humboldt County Fuels	\$	3,380.00		
30	Larry Wilson Consulting Forester	159-5 Calfire Humboldt County Fuels	\$	17,535.68		
31	Johns Group	160-1	\$	51,470.48		

Staff Recommendations

- Issue checks for general operating expenses and contractor payments (items #1 - 20) at May 11th Board of Directors meeting
- Transfer funds as outlined in item #21 if needed to maintain cash flow
- Pay pay staff payroll, liabilities, and health care payments (items #22-26) when due
- Pay contractors when associated payments or advances are received (items #27-31)

Outstanding Invoices **\$ 405,577.97**

116-44	Wildlife Conservation Board - Francis & Williams Creek	\$	24,359.40
116-45	Wildlife Conservation Board - Francis & Williams Creek	\$	80,313.33

Retention	116-46	Wildlife Conservation Board - Francis & Williams Creek	\$	24,274.56
Retention	118-7R	Ocean Protection Council	\$	14,900.37
	146-17	CA State Coastal Conservancy - White Slough	\$	2,475.82
	150-7	Wildlife Conservation Board - Riverside Ranch Public Access	\$	15,961.38
	150-8	Wildlife Conservation Board - Riverside Ranch Public Access	\$	715.23
Retention	150-9R	Wildlife Conservation Board - Riverside Ranch Public Access	\$	6,100.00
	155-5	Mendocino County RCD - Southern Humboldt Outreach	\$	6,863.77
	155-6	Mendocino County RCD - Southern Humboldt Outreach	\$	3,138.50
	157-4	Humboldt County CWPP Phase IV	\$	5,057.50
	159-6	CalFire - Humboldt Co Fuels	\$	26,829.32
	160-1	CalRecycle Mad River	\$	52,089.24
	162-1	NRCP - Trinity County	\$	2,203.00
	163-2	Natural Resource Conservation Service	\$	14,296.38
	165-2	CA Association of RCD's - NRCS Social Equity	\$	3,200.20
	167-1	CA Association of RCD's - Calfire Block TA	\$	852.65
	167-2	CA Association of RCD's - Calfire Block TA	\$	410.19
	168-1	SCC Redway Shaded Fuel Break	\$	119,309.18
	169-1	SCC Mad River Slough - Wadulh Lagoon	\$	2,227.95

Outstanding Advances

159-5	CAL FIRE Humboldt Co Fuels	Advance Payment Request #2	\$	60,255.00
-------	----------------------------	----------------------------	----	------------------

CalTRUST Liquidity Fund

			Balance Forward	\$	708,420.76	
4/30/2023	Interest Income		\$	2,760.43	\$	711,181.19

Redwood Capital Bank - Project Checking

			Balance Forward	\$	148,056.11	
4/12/2023	145-13	CA Resilience Challenge	\$	32,786.51	\$	115,269.60
4/12/2023	152-18	National Assoc of Conservation Districts - TA	\$	6,592.09	\$	108,677.51

Redwood Capital Bank - CalFire Yurok Project Checking

			Balance Forward	\$	13,759.76	
4/27/2023	143-17	CalFire - Yurok	\$	5,432.27	\$	8,327.49
4/30/2023	Interest Income		\$	0.96	\$	8,328.45

Redwood Capital Bank - CalFire Mattole & Salmon Creek Project Checking

			Balance Forward	\$	1.52		
4/24/2023	161-3	CAL FIRE Mattole & Salmon Creek	Advance Payment Request #2	\$	782,750.00	\$	782,751.52
4/27/2023	161-4	CAL FIRE Mattole & Salmon Creek	Balance \$15,426.99	\$	175,349.74	\$	607,401.78
4/27/2023	161-4	CAL FIRE Mattole & Salmon Creek		\$	15,426.99	\$	591,974.79
4/30/2023	Interest Income			\$	12.96	\$	591,987.75

Redwood Capital Bank - CalFire Humboldt County Fuels

			Balance Forward	\$	1.00	
159	No Activity					