

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, October 12, 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 August 10, 2023*
 - 5.2 Approve Minutes for Special Meeting of August 25, 2023*
 - 5.3 Approve Minutes for Special Meeting of September 5, 2023*
 - 5.4 Approve Minutes for Regular Executive Committee & Finance Committee meeting of September 27, 2023*
 - 5.5 Resolution No. 23-15 approving the application for funds from the Department of Commerce National Oceanic and Atmospheric Administration’s (NOAA) Restoring Fish Passage Through Barrier Removal Grants for the Russ Creek and Centerville, Smith Creek, and Salt River Projects in the Lower Eel River, and conditionally accepting grant, if offered.*
6. **ITEMS PULLED FROM CONSENT CALENDAR - Action**
7. **INFORMATIONAL ITEMS**
 - 7.1 Board Member Fiscal Responsibilities Presentation – *Cindy Berryum, CPA, CDSM, Eide Bailly*
 - 7.2 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.
 - 7.3 District Correspondence
 - 7.4 NRCS Update – *Todd Golder, NRCS District Conservationist*
 - 7.5 Forest Management Plan Assistance Application* – *Katrina Henderson, HCRCD Project Coordinator*
 - 7.6 California Small Agricultural Business Drought and Flood Relief Grant Program* – *Doreen Hansen, HCRCD Watershed Coordinator*
 - 7.7 HCRCD Project Updates and Staff Reports* – *Jill Demers, HCRCD Executive Director*
8. **NEW BUSINESS – Action**
 - 8.1 October 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.
 - 8.2 Review and potential action to approve FY 23/24 Budget
9. **OLD BUSINESS – Action - NONE**
10. **FUTURE AGENDA ITEMS**

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.

11. NEXT REGULAR MEETING: November 9, 2023
Meeting location: Humboldt Agricultural Center

12. ADJOURNMENT

Humboldt County Resource Conservation District
 Board of Director's Monthly Board Meeting Minutes
 Humboldt Agricultural Center, 5630 South Broadway, Eureka, CA 95503
 or Teleconference via ZOOM and Telephone
 August 10, 2023

1. Call to Order: Chair Christine Manhart at 8:00am
2. Roll Call
 - HCRCD Board: Christine Manhart (Chair), Lane Russ (Vice Chair), Mark Moore (Secretary), Dan Cohoon, Jim Cotton and Reid Cody. Zach Cahill (arrived 8:23am)
 - HCRCD Staff: Jill Demers (Executive Director, phone 8:00am, arrived 8:18am), Curtis Ihle, Doreen Hansen, Jake Taulbee, Katrina Henderson, Anita Hipp, Cessair McKinney, Katherine Rynearson and Alyssa Owens.
 - Guests: In-Person: Adrienne Martin (NRCS), Michael van Hattem (CDFW), Kelsey McDonald (CDFW), Rex Bohn (District Supervisor)
 - Virtual: Jeremy Svehla (GHD), Andrea Hilton (GHD), Sara Vroom (Mattole Restoration Council), Kathy Phillis, Misha Schwarz (GHD)
3. Additions or Changes to the Agenda: None
4. Public Comment: None
5. Informational Items:
 - 5.1. District Director Updates and Announcements - None
 - 5.2. District Correspondence – None
 - 5.3. NRCS Update – Adreanne Martin (NRCS Soil Conservationist) gave an update on the various NRCS programs and a presentation on the Conservation Stewardship Program (CSP) that will soon be ready.
 - 5.4. California Department of Fish and Wildlife (CDFW) and Coastal Conservation Humboldt/Del Norte Update – Michael van Hattem (Senior Environmental Scientist Supervisor) and Kelsey McDonald (Environmental Scientist) gave a presentation on the Table Bluff Ecological Reserve – Western Lily
 - 5.5. Carbon Farm and Soil Health Advisory Committee update from Jake Taulbee (Project Coordinator, HCRCD) In the presentation, Taulbee discussed how land managers can receive technical assistance by applying for a Free Carbon Farm Plan. Applications are now available.
 - 5.6. HCRCD Project Updates and Staff report given by Jill Demers (Executive Director)
6. Consent Calendar:
 - 6.1. Approve Minutes for Regular Meeting of July 10, 2023
 - 6.2. Approve Minutes for the Regular Executive Committee & Finance Committee Meeting of July 26, 2023
 - 6.3. Resolution 23-10 endorsing the application to California Department of Food and Agriculture to provide technical assistance to the applicants of Climate Smart Agriculture Programs.

Motion to accept the Consent Calendar (items 6.1, 6.2, and 6.3) as a Slate vote by Director Moore; Seconded by Director Cohoon. Ayes: Directors Manhart, Russ, Cahill, Cotton, Cody. Noes: None. Abstain: None. Passed unanimously.
7. Items pulls from the Consent Calendar: None

8. New Business:

8.1. Resolution 23-11 approving the Project Specific Analysis and Addendum to California Vegetation Management Program Programmatic EIR for the Marshall Ranch Prescribed Burn Project.

Executive Director Demers and Sara Vroom (Mattole Restoration Council) presented an overview on the project. There was a discussion regarding the liability roles and responsibilities of the HCRCD. A request was made for a UCCE presentation on the project.

Motion to accept Resolution 23-11 by Director Cohoon; Seconded by Director Cotton. Ayes: Directors Manhart, Russ, Moore, Cahill, Cody. Noes: None. Abstain: None. Passed unanimously.

8.2. Resolution No. 23-12 approving the Russ Creek and Centerville Slough Project Final EIR. Due to a conflict of interest, Director Russ recused himself and left the room.

Executive Director Demers presented an overview of the Final EIR and led a discussion and answered questions regarding the project.

Motion to approve Resolution No. 23-12 by Director Cotton; Seconded by Director Cahill. Ayes: Directors Manhart, Moore, Cohoon, Cody. Noes: None. Abstain: Director Russ. Passed unanimously.

8.3. Establish Ad Hoc Committee for Policy Review. Mention of updating the Procurement Policy. Directors Moore, Cotton, and Cody were appointed as the new Ad Hoc Policy Review Committee.

8.4. Discussion on changes for the Board meeting schedule. The September 14, 2023, Regular Board Meeting was cancelled and two special meetings were scheduled. A Special Meeting was scheduled for Friday, August 25, 2023, at 4:00pm to discuss and possible action to award the Salt River Ecosystem Restoration Project Sediment Management Area (SMA) 2023 Maintenance public works project. A Special Meeting was scheduled for September 5, 2023, at 4:00pm to discuss and possibly award the Riverside Ranch Levee and Public Access Improvements public works contract. Both meetings are to be held at the Humboldt Agricultural Center, Eureka, CA.

8.5. August 2023 Financial Report

Motion to accept the New Business (items 8.3, 8.4, 8.5) as a Slate vote by Director Cohoon; Seconded by Director Cahill. Ayes: Directors Manhart, Russ, Moore, Cotton, Cody. Noes: None. Abstain: None. Passed unanimously.

9. Old Business: None

10. Future Agenda Items

11. Next Regular Meeting: Thursday, October 12, 2023, at 8:00am

12. Adjournment of Meeting: 9:51am

Humboldt County Resource Conservation District
Board of Directors Special Board Meeting Minutes
Humboldt Agricultural Center, 5630 South Broadway, Eureka, CA 95503
4:00pm on August 25, 2023

1. Call to Order: Chair Christine Manhart at 4:00 pm
2. Roll Call
 - HCRCB Board: present - Christine Manhart (Chair), Mark Moore (Secretary), Dan Cohoon, Zach Cahill, Jim Cotton, and Reid Cody; absent - Lane Russ (Vice Chair)
 - HCRCB Staff: Jill Demers (Executive Director)
 - Public: None
3. Additions or Changes to the Agenda: None
4. Public Comment: None
5. Board Action Items:
 - 5.1. Resolution 23-13 awarding the construction contract of Salt River Ecosystem Restoration Project 2023 Sediment Management Area Maintenance and authorizing the Board Chair or designee to execute contract documents and related amendments
Motion to accept Resolution 23-13 by Director Moore; Seconded by Director Cotton. Ayes: Directors Manhart, Moore, Cohoon, Cahill, Cotton, Cody. Noes: None. Abstain: None. Passed unanimously.
6. Next Regular Meeting: Thursday, October 12, 2023, at 8:00am
7. Adjournment of Meeting: 4:13pm

Humboldt County Resource Conservation District
Board of Directors Special Board Meeting Minutes
Humboldt Agricultural Center, 5630 South Broadway, Eureka, CA 95503
4:00pm on September 5, 2023

1. Call to Order: Chair Christine Manhart at 4:03 pm
2. Roll Call
 - HCRC D Board:
 - present - Christine Manhart (Chair), Mark Moore (Secretary), Dan Cohoon, Jim Cotton, and Reid Cody
 - absent - Lane Russ (Vice Chair), Zach Cahill
 - HCRC D Staff: Jill Demers (Executive Director), Doreen Hansen (Watershed Coordinator), Alyssa Owen (Project Assistant)
 - Public: None
3. Additions or Changes to the Agenda: None
4. Public Comment: None
5. Board Action Items:
 - 5.1. Resolution 23-14 awarding the construction contract of Riverside Ranch Berm, Drainage Improvements and Public Access Project and authorizing the Board Chair or designee to execute contract documents and related amendments*

Motion to accept Resolution 23-14 by Director Moore; Seconded by Director Cohoon. Ayes: Directors Manhart, Moore, Cohoon, Cotton, Cody. Noes: None. Abstain: None. Passed unanimously.
6. Next Regular Meeting: Thursday, October 12, 2023, at 8:00am
7. Adjournment of Meeting: 4:14pm

Humboldt County Resource Conservation District
EXECUTIVE COMMITTEE & FINANCE COMMITTEE
REGULAR MEETINGS AGENDA

Wednesday, September 27, 2023 at 3:30 P.M.

LOCATION: LACO Associates Conference Room, 21 W 4th St, Eureka, CA

1. CALL TO ORDER: Chair Christine Manhart at 3:35pm
2. ROLL CALL
 - Christine Manhart, HCRCO Chair- Present
 - Lane Russ, HCRCO Vice Chair- Present
 - Mark Moore, HCRCO Secretary/Treasurer – Absent
 - Jill Demers, HCRCO Executive Director – Present
3. ADDITIONS OR CHANGES TO THE AGENDA: None
4. PUBLIC COMMENTS: None received.
5. NEW BUSINESS - ACTION
 - 6.1 FY 22/23 Year End Financial Documents Review & Discussion – no action taken.
 - 6.2 FY 23/24 Budget Draft Documents Review & Discussion – no action taken.
 - 6.3 Review and discuss draft agenda for October 12th Board of Directors meeting – modifications to agenda discussed; no action taken.
6. ADJOURNMENT – by Chair Christine Manhart at: 4:41pm



Humboldt County Resource Conservation District

5630 South Broadway Eureka, CA 95503

Phone (707) 442-6058 Ext. 5

hered@yahoo.com

RESOLUTION NO. 23-15

RESOLUTION OF THE BOARD OF DIRECTORS OF THE HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT APPROVING THE APPLICATION FOR FUNDS FROM THE DEPARTMENT OF COMMERCE NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION'S (NOAA RESTORING FISH PASSAGE THROUGH BARRIER REMOVAL GRANTS FOR THE RUSS CREEK AND CENTERVILLE SLOUGH, SMITH CREEK, AND SALT RIVER PROJECTS THE LOWER EEL RIVER, AND CONDITIONALLY ACCEPTING GRANT, IF OFFERED.

WHEREAS, funds are available to improve fish passage through the removal of barriers for native fish, and

WHEREAS, the Humboldt County Resource Conservation District (District) is advancing several projects in the Lower Eel River that will improve fish passage, including the Russ Creek and Centerville Slough Restoration Project, Smith Creek Tide Gate Replacement Project, and Salt River Ecosystem Restoration Project, and

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 NOAA; 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 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 23-15 was adopted by the Board of Directors of the Humboldt County Resource Conservation District.

Mark Moore, Secretary
Board of Directors

Humboldt County Resource Conservation District's Forest Management Plan Technical Assistance Program

REDUCE WILDFIRE RISK ◆ PROMOTE WILDLIFE HABITAT ◆ INCREASE FOREST HEALTH



HCRCDD is now accepting applications for our Forest Management Plan (FMP) program for private landowners of Humboldt County.

A Registered Professional Forester (RPF) of the landowner's choice will write a FMP for private landowners at no cost to the landowner.

Applications accepted on a rolling basis with quarterly reviews

Applications can be found online at humboldtrcd.org/

FIRST DEADLINE IS OCTOBER 19, 2023



What is a Forest Management Plan?

- FMP is written by a RPF and documents a landowner's goals and objectives
- Assesses current conditions of property resources and identifies potential resource improvement projects
- Outlines pathways for landowners to **mitigate the risk of wildfire** through **fuel reduction treatments**, **improve forest health conditions**, and **enhance valuable wildlife habitat** among many other objectives
- Addresses non-forest resource concerns including water resources, threatened species, roads, and invasive species
- FMP can be used to access cost-share incentive funds such as CAL FIRE's California Forest Improvement Program (CFIP) and USDA Natural Resources Conservation Service (NRCS) programs

Have questions or need assistance?

Humboldt County RCD

katrina@hcrdd.org or 707-496-4849

CA Small Agricultural Business Drought & Flood Relief Grant Program

We suggest that ALL local farmers apply for these opportunities.



ABOUT

The Humboldt County Resource Conservation District (HCRCD) has partnered with Lendistry and the California Small Agricultural Business Drought & Flood Relief Grant Program to provide relief to small agricultural businesses that experienced a decline in annual gross receipts or gross profits due to drought or storm flood conditions.

FLOOD PROGRAM

This grant provides a minimum of \$25,000 per farm. ALL land in both Humboldt and Del Norte have been categorized as within the qualifying geographic zone. Nearly ALL local producers are likely to qualify for this. You need to have begun operating in the state of California prior to January 1, 2020, be currently active and operating, and be able to share recent tax returns. See cadroughtfloodrelief.com for other qualifications.

DROUGHT PROGRAM

This grant provides a minimum of \$25,000 per farm. To qualify, review your 2019 and 2022 tax returns and calculate the percent difference in your gross profits. If your profits are LOWER in 2022 by at least 10%, you will likely qualify! ALL land in both Humboldt and Del Norte has been categorized as within the qualifying geographic zone. See cadroughtfloodrelief.com for all of the eligibility requirements.

HOW TO APPLY

- Online at cadroughtfloodrelief.com
OR
- Attend on of HRCRD's Webinars!
 - The first Webinar is on October 4th from 4-5 pm.
 - Other Webinar dates will be posted on our website and social media.

KEY DETAILS

- Applications end October 31st.
- You can apply for BOTH grants!
- Grants are approved on a 1st come, 1st served basis.



HCRCD is here to help! Visit humboldtrcd.org or email ag@hcrcd.org for assistance.