

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, January 11, 2024

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 jill@hcrccd.org 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 November 9, 2023*
 - 5.2 Approve Minutes for Regular Executive Committee & Finance Committee meeting of November 28, 2023*
 - 5.3 Approve FY 2023 – 2024 Quarter 1 Budget vs Actuals*
 - 5.4 Review and approve December 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. **NEW BUSINESS – Action**
 - 7.1 Possible action to approve Resolution 24-01 of the District Board of Directors of the Humboldt County Resource Conservation for funding from the Forest Health Grant Program as provided through the California Climate Investments.*
With Board action, HCRCD will submit an application to the CAL FIRE Forest Health Grant Program as lead applicant. HCRCD staff will provide a summary of the proposal elements of the project entitled Southern Humboldt Forest Health and Wildfire Resilience Program to treat over 3,000 acres in southern Humboldt near the Salmon Creek watershed and along Mail Ridge.
 - 7.2 Possible action to commit to acting as California Environmental Quality Act (CEQA) lead agency for a Project Specific Analysis (PSA) and Addendum for the Butte Creek / Buck Mountain Forest Health Project, to be prepared in accordance with the California Vegetation Treatment Program (CalVTP) Final Program Environmental Impact Report (FPEIR).*
HCRCD's participation has been requested by project proponent and lead CAL FIRE Forest Health Grant Program applicant, Cottrell Ranch LLC for the project entitled the Butte Creek / Buck Mountain Forest Health Project. HCRCD staff and partners will provide a summary of the proposal elements and HCRCD's role in the proposed project.
 - 7.3 Possible action to approve Resolution 24-02 approving the application for grant funds from the State Coastal Conservancy for the Developing Restoration Strategies for the Wilson Creek Watershed project, and conditionally accepting grant if offered.*
Upon request of landowners within the watershed and in collaboration with U.S. Fish and Wildlife Service Partners Program and California Department of Fish and Wildlife, HCRCD has developed a funding application to comprehensively analyze the feasibility of restoring approximately 3 miles of Wilson Creek's degraded creek habitat and identify the most effective restoration approach.
 - 7.4 Review and approve December 2024 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. **OLD BUSINESS – Action - NONE**

9. INFORMATIONAL ITEMS

9.1 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.

9.2 District Correspondence

9.3 NRCS Eureka Field Office Update – *Todd Golder, NRCS Eureka Field Office District Conservationist*

9.4 HCRCD Project Updates and Staff Reports* – *Jill Demers, HCRCD Executive Director*

10. FUTURE AGENDA ITEMS

10.1 NRCS Presentation on CSP

10.2 HCRCD Policy Updates

10.3 HCRCD Organizational Meeting to Elect Officers and Committee Assignments

11. NEXT REGULAR MEETING: Feb 8, 2024

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
November 9, 2023

1. Call to Order: Chair Christine Manhart at 8:06am
2. Roll Call
 - HCRCDD Board: Christine Manhart (Chair), Lane Russ (Vice Chair), Dan Cohoon, Jim Cotton, and Reid Cody
 - HCRCDD Directors Excused: Mark Moore (Secretary/Treasurer), Zach Cahill
 - HCRCDD Staff: Jill Demers (Executive Director), Curtis Ihle (Assistant Executive Director), Doreen Hansen, Jake Taulbee, Katrina Henderson, Anita Hipp, Cessair McKinney, Katherine Rynearson and Alyssa Owens, Charlotte Favre
 - Guests: In-Person: Lenya Quinn-Davidson (UCANR Fire Network), Todd Golder (NRCS), Kurt McCray (CalFire)
 - Virtual: Ross Dollarhide (CalFire), Kathy Phyllis
3. Additions or Changes to the Agenda: None
4. Public Comment: Kathy Phyllis asked about Figas signing Riverside Ranch Contract.
5. Consent Calendar:
 - 5.1. Approve Minutes for Regular Meeting of October 12, 2023*
 - 5.2. Approve Minutes for Regular Executive Committee & Finance Committee meeting of October 25, 2023*
 - 5.3. Approve Professional Forest Good Neighborhood Agreement Supplemental Project Agreement*
 - 5.4. Approve Subaward for the Knob Fire (2021): Emergency Forest Restoration Team Development for Post Fire Restoration Teams to Support Non-industrial Forest Landowner Assistance*
 - 5.5. Approve Subaward for the Six Rivers Lightning Complex Fire (2022): Emergency Forest Restoration Team Development for Post Fire Restoration Teams to Support Non-industrial Forest Landowner Assistance*

Motion to accept the Consent Calendar (items 5.1, 5.2, 5.3, 5.4, and 5.5) as a Slate by Director Cotton; Seconded by Director Cody. Ayes: Directors Manhart, Russ. Noes: None. Abstain: Director Cohoon. Absent: Director's Moore and Cahill. Passed unanimously, with abstention.
6. Items pulls from the Consent Calendar: None
7. Informational Items:
 - 7.1. District Director Updates and Announcements: None
 - 7.2. District Correspondence – None
 - 7.3. UCCE/Prescribed Fire Liability Update presented by Lenya N Quinn-Davidson, UCANR Fire Network Director on Prescribed Fire Liability in California.
 - 7.4. NRCS Update – Todd Golder, NRCS District Conservationist gave updates on the progress of the new building, new Conservation Stewardship Program (CSP), new employees, and contracts.
 - 7.5. HCRCDD draft pre-proposal to the Cannabis Restoration Grant Program update – an updated was provided by Jill Demers, HCRCDD Executive Director. Staff will bring a

Humboldt County Resource Conservation District
Board of Director's Monthly Board Meeting Minutes
Humboldt Agricultural Center, 5630 South Broadway, Eureka, CA 95503
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resolution before the Board prior to submitting a final grant application for board review and possible action.

7.6. HCRCDD Project Updates and Staff report presented by Jill Demers HCRCDD Executive Director

8. New Business:

8.1. November 2023 Financial Report presented by Jill Demers, HCRCDD Executive Director – Motion to accept the Financial Report and Staff Recommendations by Director Cotton; Seconded by Director Cohoon. Ayes: Directors Manhart, Russ, and Cody. Noes: None. Abstain: None. Absent: Director's Moore and Cahill. Passed unanimously.

8.2. FY 23/24 Budget Packet presented by Jill Demers, HCRCDD Executive Director.

8.2.1. Review and action to approve FY 2022/2023 net position and unaudited financial reports

8.2.2. Review and action to approve designation of fund balances for FY 2023/2024

8.2.3. Review and action to approve Budget for FY 2023/2024

8.2.4. Review and action to update fee-for-service rates for FY 2023/2024

Motion to accept the New Business (items 8.2.1, 8.2.2, 8.2.3, and 8.2.4) as a slate by Director Cohoon, Seconded by Director Cotton. Ayes: Directors Manhart, Russ, Cody. Noes: None. Abstain: None Absent: Director's Moore and Cahill. Passed unanimously.

8.3 Review and approve action to engage Maze & Associates to provide audit services for fiscal year ending June 30, 2023*

Motion to accept the New Business (items 8.3) by Director Russ, Seconded by Director Cotton. Ayes: Directors Manhart, Cohoon, Cody. Noes: None. Abstain: None Absent: Director's Moore and Cahill. Passed unanimously.

9. Old Business: None

10. Future Agenda Items

- Jim Cotton, HCRCDD Director – Procurement Policies
- Todd Golder, NRCS District Conservationist – Updates

11. Next Regular Meeting: Thursday, December 14, 2023, at 8:00am

12. Adjournment of Meeting: 9:57am

Humboldt County Resource Conservation District

EXECUTIVE COMMITTEE & FINANCE COMMITTEE

REGULAR MEETINGS AGENDA

Tuesday, November 28, 2023 at 3:30 P.M.

LOCATION: Humboldt Ag Center, 5630 South Broadway, Eureka, CA

1. CALL TO ORDER: Chair Christine Manhart at 3:43pm
2. ROLL CALL
 - Christine Manhart, HCRCO Chair- Present
 - Lane Russ, HCRCO Vice Chair- Absent
 - Mark Moore, HCRCO Secretary/Treasurer - Present
 - Jill Demers, HCRCO Executive Director – Present
 - Curtis Ihle, HCRCO Assistant Executive Director – Present
3. ADDITIONS OR CHANGES TO THE AGENDA: None
4. PUBLIC COMMENTS: None received.
5. INFORMATIONAL
 - 5.1 Update on Riverside Ranch property survey and Riverside Ranch Levee and Public Access Improvements Project – Staff provided summary of O’Hern property boundary survey results. CDFW owns the road parcel in fee title and the boundary has been determined; staff anticipates that project will be constructed as currently scoped in plans released for bid this past summer. Figas Construction, the prime contractor, will begin pre-construction vegetation treatment this winter.
 - 5.2 Update on Mail Ridge Wildfire Resilience Project CAL FIRE Forest Health Application timeline
 - 5.3 Update on NRCS Local Working Group meetings for 2024
6. NEW BUSINESS – ACTION
 - 6.1 Review and possible action to approve YTD budget vs actuals – Directors reviewed document and ask several questions. No action taken.
 - 6.2 Review and discuss draft agenda for December 14th Board of Directors meeting – Directors reviewed. No action taken.
7. ADJOURNMENT – by Chair Christine Manhart at: 4:51pm



Humboldt County Resource Conservation District

Profit & Loss by Class - Summary

July 2023 through September 2023

Agenda Item #5.3 (Consent)

		A	B	C=A+B
		General Fund	Total Grant Funds	Total
1	Income			
2	Fee For Service	\$ -	\$ 84,578	\$ 84,578
3	Grants and Contracts	-	663,229	663,229
4	Unbilled Grant Reimbursements*	-	274,377	274,377
5	Interest Income	9,251	-	9,251
6	Miscellaneous Income	-	-	-
7	Indirect Cost Recovery	9,312	-	9,312
8	Total Income	18,563	1,022,184	1,040,748
9	Expense			
10	Personnel Expenditures			
11	Staff Support	10,048	111,906	121,954
12	Workers Compensation Ins	681	1,668	2,349
13	Health Insurance	2,852	10,506	13,358
14	Retirement/IRA	-	-	-
15	Payroll Tax Expense	1,493	8,583	10,076
16	Total Personnel Expenditures	15,074	132,663	147,737
17	Bank Fees	60	-	60
18	Office Expense	2,753	750	3,504
19	Postage	66	29	95
20	Printing and Copying	63	633	696
21	Consultants and Contractors	913	864,506	865,419
22	Vendors and Providers	-	-	-
23	Permit Fees	721	6,212	6,933
24	Travel	289	534	823
25	Conferences and Workshops	510	70	580
26	Advertising	-	3,067	3,067
27	Dues and Subscriptions	2,433	1,474	3,906
28	Insurance	-	-	-
29	Utilities and Rent	2,149	1,300	3,449
30	Audit	-	-	-
31	Bookkeeping	766	532	1,298
32	Field Supplies	87	1,102	1,189
33	Miscellaneous	-	-	-
34	Direct Project Cost	-	-	-
35	Indirect Cost Expense	-	9,312	9,312
36	Total Expense	25,884	1,022,184	1,048,068
37	Net Income	\$ (7,321)	\$ -	\$ (7,321)

**Includes grant expenses not yet billed to grantor agencies*



Humboldt County Resource Conservation District

Profit & Loss by Class - General

July 2023 through September 2023

	A	B	C=A-B	D=A/B
	General	General		
	Fund	Fund	\$ Variance	% Variance
	Fund	Budget		
1 Income				
2 Fee For Service	\$ -	\$ -	\$ -	0.0%
3 Grants and Contracts	-	-	-	0.0%
4 Interest Income	9,251	36,000	(26,749)	25.7%
5 Miscellaneous Income	-	700	(700)	0.0%
6 Indirect Cost Recovery	9,312	123,512	(114,200)	7.5%
7 Total Income	18,563	160,212	(141,649)	11.6%
8 Expense				
9 Personnel Expenditures				
10 Staff Support	10,048	56,375	(46,327)	17.8%
11 Workers Compensation Ins	681	1,040	(359)	65.5%
12 Health Insurance	2,852	12,581	(9,729)	22.7%
13 Retirement/IRA	-	259	(259)	0.0%
14 Payroll Tax Expense	1,493	4,377	(2,884)	34.1%
15 Total Personnel Expenditures	15,074	74,632	(59,558)	20.2%
16 Bank Fees	60	196	(136)	30.6%
17 Office Expense	2,753	3,635	(882)	75.7%
18 Postage	66	408	(342)	16.2%
19 Printing and Copying	63	204	(141)	30.9%
20 Consultants and Contractors	913	31,800	(30,887)	2.9%
21 Vendors and Providers	-	980	(980)	0.0%
22 Permit Fees	721	980	(260)	73.5%
23 Travel	289	-	289	0.0%
24 Conferences and Workshops	510	294	216	173.3%
25 Advertising	-	490	(490)	0.0%
26 Dues and Subscriptions	2,433	3,495	(1,063)	69.6%
27 Insurance	-	4,290	(4,290)	0.0%
28 Utilities and Rent	2,149	39,592	(37,443)	5.4%
29 Audit	-	15,097	(15,097)	0.0%
30 Bookkeeping	766	13,071	(12,305)	5.9%
31 Field Supplies	87	-	87	0.0%
32 Miscellaneous	-	700	(700)	0.0%
33 Direct Project Cost	-	-	-	0.0%
34 Indirect Cost Expense	-	-	-	0.0%
35 Total Expense	25,884	189,866	(163,983)	13.6%
36 Net Income / (Loss)	\$ (7,321)	\$ (29,654)	\$ 22,334	24.7%



Humboldt County Resource Conservation District

Profit & Loss by Class - Grants

July 2023 through September 2023

	B	D	C=A-B	D=A/B
	Total Grant Funds	Grant Funds Budget	\$ Variance	% Variance
1 Income				
2 Fee For Service	\$ 84,578	\$ 222,652	\$ (138,074)	38.0%
3 Grants and Contracts	663,229	12,309,307	(11,646,078)	5.4%
4 Unbilled Grant Reimbursements*	274,377	-	274,377	0.0%
5 Total Income	1,022,184	12,531,960	(11,509,775)	8.2%
6 Expense				
7 Personnel Expenditures				
8 Staff Support	111,906	584,398	(472,492)	19.1%
9 Workers Compensation Ins	1,668	12,008	(10,339)	13.9%
10 Health Insurance	10,506	70,860	(60,354)	14.8%
11 Retirement/IRA	-	2,697	(2,697)	0.0%
12 Payroll Tax Expense	8,583	45,563	(36,981)	18.8%
13 Total Personnel Expenditures	132,663	715,526	(582,863)	18.5%
14 Bank Fees	-	52	(52)	0.0%
15 Office Expense	750	1,014	(264)	74.0%
16 Postage	29	783	(754)	3.7%
17 Printing and Copying	633	726	(94)	87.1%
18 Consultants and Contractors	864,506	11,542,917	(10,678,411)	7.5%
19 Vendors and Providers	-	273	(273)	0.0%
20 Permit Fees	6,212	10,721	(4,509)	57.9%
21 Travel	534	2,269	(1,735)	23.5%
22 Conferences and Workshops	70	82	(12)	85.3%
23 Advertising	3,067	137	2,930	2243.6%
24 Dues and Subscriptions	1,474	975	499	151.2%
25 Insurance	-	1,197	(1,197)	0.0%
26 Utilities and Rent	1,300	11,042	(9,742)	11.8%
27 Audit	-	4,210	(4,210)	0.0%
28 Bookkeeping	532	3,645	(3,113)	14.6%
29 Field Supplies	1,102	350	752	314.8%
30 Miscellaneous	-	-	-	0.0%
31 Direct Project Cost	-	44,000	(44,000)	0.0%
32 Indirect Cost Expense	9,312	123,512	(114,200)	7.5%
33 Total Expense	1,022,184	12,463,432	(11,441,248)	8.2%
34 Net Income	\$ -	\$ 68,527	\$ (68,527)	0.0%

**Includes grant expenses not yet billed to grantor agencies*

**Humboldt County Resource Conservation District
Board of Director's Financial Report
11/8/2023 to 12/21/2023**

Redwood Capital Bank - General Checking

Date	Number	Payee	Memo	Payment	Deposit	Balance
			Balance Forward			\$ 275,308.45
11/9/2023	10942	US Bank Corporate Payment Systems	CalCard	\$ 4,446.48		\$ 270,861.97
11/9/2023	10943	Ferndale Tech	Computer Networking Services	\$ 268.00		\$ 270,593.97
11/9/2023	10944	North Valley Labor Compliance	Salt River Sediment Maintenance 2023	\$ 787.50		\$ 269,806.47
11/9/2023	10945	SDRMA	Additional Insured Certificates	\$ 186.64		\$ 269,619.83
11/9/2023	10946	California Special Districts Association	2024 Membership Renewal	\$ 567.00		\$ 269,052.83
11/9/2023	10947	Jill Demers	Reimbursement	\$ 83.02		\$ 268,969.81
11/9/2023	10948	Doreen Hansen	Reimbursement	\$ 101.26		\$ 268,868.55
11/9/2023	10949	Jacob Taulbee	Reimbursement	\$ 50.00		\$ 268,818.55
11/9/2023	10950	Anita Hipp	Reimbursement	\$ 50.00		\$ 268,768.55
11/9/2023	10951	Charlotte Favre	Reimbursement	\$ 201.74		\$ 268,566.81
11/9/2023	10952	Alyssa C. Owen	Reimbursement	\$ 201.74		\$ 268,365.07
11/9/2023	10953	Eel River Conservation Camp	168-3 Redway Shaded Fuel Break	\$ 5,930.03		\$ 262,435.04
11/9/2023	10954	The Watershed Research and Training Cntr	145-16 CA Resilience Challenge - Forest Lidar Work	\$ 2,954.87		\$ 259,480.17
11/9/2023	10955	Trees Foundation	161-6 CalFire Mattole & Salmon Creek	\$ 2,377.50		\$ 257,102.67
11/9/2023	10956	Mattole Restoration Council	161-6 CalFire Mattole & Salmon Creek	\$ 234,942.97		\$ 22,159.70
11/15/2023		Redwood Capital Bank	Monthly & Transfer Service Charges	\$ 30.00		\$ 22,129.70
11/17/2023	10957	SHN Consulting Engineers & Geologists	146 Retention	\$ 622.24		\$ 21,507.46
11/17/2023		CalTrust	Funds Transfer		\$ 22,522.00	\$ 44,029.46
11/20/2023		County of Humboldt:157 CWPP Phase IV	157-6 Community Wildfire Protection Implementation		\$ 84,578.00	\$ 128,607.46
11/20/2023	50262	Alyssa C Owen	Payroll	\$ 1,628.89		\$ 126,978.57
11/20/2023	50263	Anita A Hipp	Payroll	\$ 1,919.87		\$ 125,058.70
11/20/2023	50264	Cessair E McKinney	Payroll	\$ 1,675.19		\$ 123,383.51
11/20/2023	50265	Charlotte Anne-Loretta K Favre	Payroll	\$ 1,483.88		\$ 121,899.63
11/20/2023	50266	Curtis B Ihle	Payroll	\$ 1,715.21		\$ 120,184.42
11/20/2023	50267	Jacob T Taulbee	Payroll	\$ 1,823.51		\$ 118,360.91
11/20/2023	50268	Jill D Demers	Payroll	\$ 2,569.32		\$ 115,791.59
11/20/2023	50269	Katherine M Rynearson	Payroll	\$ 1,469.90		\$ 114,321.69
11/20/2023	50270	Katrina I Henderson	Payroll	\$ 1,935.05		\$ 112,386.64
11/20/2023	50271	Mavis D Hansen	Payroll	\$ 2,046.44		\$ 110,340.20
11/21/2023	E-pay	United States Treasury	Federal Payroll Taxes	\$ 5,794.48		\$ 104,545.72
11/21/2023	E-pay	EDD	CA Payroll Taxes	\$ 1,035.88		\$ 103,509.84
11/21/2023	10958	Willow Creek Fire Safe Council	159-8 CalFire Redway Shaded Fuel Break	\$ 2,542.50		\$ 100,967.34
11/21/2023	10959	Lower Trinity River Prescribed Burn Assoc	159-8 CalFire Redway Shaded Fuel Break	\$ 4,972.50		\$ 95,994.84
11/21/2023	10960	GHD Inc.	171-1 Wildlife Conservation Board - Riverside Ranch	\$ 41,478.55		\$ 54,516.29
11/22/2023		CALFIRE - Mattole & Salmon Creek	161-6 Balance of Transfer #3 Sept		\$ 47,958.03	\$ 102,474.32

11/28/2023	10961	United Ag	December Healthcare Premium	\$ 5,309.91		\$ 97,164.41
11/28/2023	10962	Ameritas	December Dental & Vision Premiums	\$ 597.16		\$ 96,567.25
11/29/2023		California Resilience Challenge	145-17 Funds Transfer		\$ 4,444.04	\$ 101,011.29
11/29/2023		CALFIRE - Mattole & Salmon Creek	161-6 Transfer Fund		\$ 1.00	\$ 101,012.29
12/4/2023	10964	Humboldt Property Management	McKinleyville Office-Rent \$1,295.00 Deposit \$1,395.00	\$ 2,690.00		\$ 98,322.29
12/5/2023		2018 Outstanding Check	Deposit Correction (2018)		\$ 50.00	\$ 98,372.29
12/5/2023	50272	Alyssa C Owen	Payroll	\$ 1,616.25		\$ 96,756.04
12/5/2023	50273	Anita A Hipp	Payroll	\$ 1,919.87		\$ 94,836.17
12/5/2023	50274	Cessair E McKinney	Payroll	\$ 1,666.00		\$ 93,170.17
12/5/2023	50275	Charlotte Anne-Loretta K Favre	Payroll	\$ 1,170.76		\$ 91,999.41
12/5/2023	50276	Curtis B Ihle	Payroll	\$ 1,753.04		\$ 90,246.37
12/5/2023	50277	Jacob T Taulbee	Payroll	\$ 1,823.52		\$ 88,422.85
12/5/2023	50278	Jill D Demers	Payroll	\$ 2,545.31		\$ 85,877.54
12/5/2023	50279	Katherine M Rynearson	Payroll	\$ 1,462.02		\$ 84,415.52
12/5/2023	50280	Katrina I Henderson	Payroll	\$ 1,935.05		\$ 82,480.47
12/5/2023	50281	Mavis D Hansen	Payroll	\$ 2,046.42		\$ 80,434.05
12/6/2023	E-pay	EDD	CA Payroll Taxes	\$ 1,009.19		\$ 79,424.86
12/6/2023	E-pay	United States Treasury	Federal Payroll Taxes	\$ 5,667.88		\$ 73,756.98
12/8/2023		Natural Resource Conservation Service	129-21 Wetland Reserve Easement		\$ 38,884.65	\$ 112,641.63
12/18/2023		Mendocino County RCD	155-10 MCRCD SoHum Outreach		\$ 6,422.88	\$ 119,064.51
12/18/2023		CALFIRE	159-8 Redway Shaded Fuel Break		\$ 6,982.17	\$ 126,046.68
12/20/2023	50282	Alyssa C Owen	Payroll	\$ 1,640.52		\$ 124,406.16
12/20/2023	50283	Anita A Hipp	Payroll	\$ 1,919.87		\$ 122,486.29
12/20/2023	50284	Cessair E McKinney	Payroll	\$ 1,709.91		\$ 120,776.38
12/20/2023	50285	Charlotte Anne-Loretta K Favre	Payroll	\$ 1,564.22		\$ 119,212.16
12/20/2023	50286	Curtis B Ihle	Payroll	\$ 1,890.70		\$ 117,321.46
12/20/2023	50287	Jacob T Taulbee	Payroll	\$ 1,875.47		\$ 115,445.99
12/20/2023	50288	Jill D Demers	Payroll	\$ 2,681.31		\$ 112,764.68
12/20/2023	50289	Katherine M Rynearson	Payroll	\$ 1,568.71		\$ 111,195.97
12/20/2023	50290	Katrina I Henderson	Payroll	\$ 2,162.38		\$ 109,033.59
12/20/2023	50291	Mavis D Hansen	Payroll	\$ 2,046.44		\$ 106,987.15
12/21/2023	E-pay	EDD	CA Payroll Taxes	\$ 1,143.05		\$ 105,844.10
12/21/2023	E-pay	United States Treasury	Federal Payroll Taxes	\$ 6,189.40		\$ 99,654.70

Total Funds Received

\$ 211,842.77

Payments & Transfers Presented for Approval

\$ 193,808.29

1	US Bank	CalCard	\$ 1,535.99	\$ 98,118.71
2	US Cellular	Cell Service	\$ 606.61	\$ 97,512.10
3	Ferndale Tech	Monthly Subscriptions & Service	\$ 245.50	\$ 97,266.60
4	Eide Bailly LLC	Consulting Services (Sept \$313.50, Oct \$2,178.75)	\$ 2,492.25	\$ 94,774.35
5	Humboldt Property Management	McKinleyville Office Rent	\$ 1,295.00	\$ 93,479.35

6	North Valley Labor Compliance	Salt River SMA 2023 - Mobley Construction Certified Payroll	\$ 150.00	\$ 93,329.35
7	Matrix Consulting Group	Cost Allocation Work - Contracted \$7,500 - 50% to start	\$ 3,750.00	\$ 89,579.35
8	Humboldt Moving & Storage	Arcata Office to McKinleyville	\$ 2,500.00	\$ 87,079.35
9	Jill Demers	Reimbursement	\$ 72.53	\$ 87,006.82
10	Doreen Hansen	Reimbursement	\$ 65.40	\$ 86,941.42
11	Jake Taulbee	Reimbursement	\$ 50.00	\$ 86,891.42
12	Katrina Henderson	Reimbursement	\$ 7.99	\$ 86,883.43
13	Anita Hipp	Reimbursement	\$ 50.00	\$ 86,833.43
14	Katherine Rynearson	Reimbursement	\$ 54.23	\$ 86,779.20
15	Restoration Forestry	157-6 (Due 12/20)	\$ 36,523.75	\$ 50,255.45
16	ForestScapes LLC	157-6 (Due 12/20)	\$ 33,000.00	\$ 17,255.45
17	Mattole Restoration Council	161-6 (Due 12/22)	\$ 47,959.03	\$ (30,703.58)
18	Ameritas	January - Dental \$564.20 & Vision \$54.60 (Due 12/27)	\$ 618.80	\$ (31,322.38)
19	United Ag	January (Due 12/27)	\$ 5,738.68	\$ (37,061.06)
20	The Watershed Research & Training Center	145-16 (Due 12/29)	\$ 4,338.36	\$ (41,399.42)
21	Staff Payroll & Liabilities - January 5th		\$ 23,000.00	\$ (64,399.42)
22	Redwood Community Action Agency	129-21 (Due 1/8)	\$ 447.92	\$ (64,847.34)
23	GHD	129-21 (Due 1/8)	\$ 26,518.75	\$ (91,366.09)
24	Trees Foundation	155-10 (Due 1/18)	\$ 2,787.50	\$ (94,153.59)

Presented for Payment upon Receiving Funds

\$ 583,114.09

25	Larry Wilson	159-10 CalFire - Redway Shaded Fuel Break	\$ 1,623.44
26	Willow Creek Fire Safe Council	159-10 CalFire - Redway Shaded Fuel Break	\$ 3,465.00
27	Miller Timber Services, Inc	161-8 CalFire - Mattole & Salmon Creek	\$ 270,828.26
28	Humboldt Redwood Co	161-8 CalFire - Mattole & Salmon Creek	\$ 35,118.88
29	Trees Foundation	161-8 CalFire - Mattole & Salmon Creek	\$ 4,883.51
30	Vollmar Natural Lands Consulting	161-8 CalFire - Mattole & Salmon Creek	\$ 10,391.25
31	Mattole Restoration Council	161-8 CalFire - Mattole & Salmon Creek	\$ 256,803.75

Staff Recommendations

- 1 Issue checks for General Operating expenses (items #1 -14) and items #15 and 16
- 2 Pay Staff Payroll, Liabilities, Contractor payments and Healthcare (items #17-24) when due and when cash flow allows
- 3 Pay contractors per terms of contract when associated payments of advances are received (items #25-31)

Outstanding Invoices

\$ 95,426.40

135-40	National Fish & Wildlife - Salt River	\$ 30,623.95
146-20	CA State Coastal Conservancy - White Slough	\$ 7,910.10
153-2	Regional Conservation Partnership Program - Soil Health	\$ 5,079.51
154-8	CA Dept Food & Agriculture - Healthy Soils	\$ 530.60
162-2	North Coast Resource Partnership- Trinity County RCD	\$ 2,736.50

163-4	Natural Resource Conservation Service	\$	13,212.36
165-4	CA Association of RCD's - NRCS Social Equity	\$	2,701.03
167-4	CalFire - CA Association of RCD's Block Grant	\$	5,757.68
169-3	State Coastal Commission - Wadulh Lagoon	\$	4,594.20
170-2	CA Association of RCD's - Wildlife Conservation Board CFP	\$	22,280.47

CalTRUST Liquidity Fund

		Balance Forward		\$ 690,527.25
11/17/2023	Funds Transfer to General Account	\$	22,522.00	\$ 668,005.25
11/30/2023	Interest Income	\$	3,093.35	\$ 671,098.60

Redwood Capital Bank -145, 152 & 166 Project Checking

		Balance Forward		\$ 75,050.62
11/29/2023	145-17 CA Resilience Challenge	\$	4,444.04	\$ 70,606.58

Redwood Capital Bank - 143 CalFire Yurok Project Interest Checking

		Balance Forward		\$ 2,003.08
	No Activity			

Redwood Capital Bank - 161 CalFire Mattole & Salmon Creek Project Interest Checking

		Balance Forward		\$ 4.43
11/22/2023	Advance Deposit		\$ 990,163.00	\$ 990,167.43
11/29/2023	Inv #161-6 Balance Transfer	\$1 held account open until Advance Deposit	\$ 1.00	\$ 990,166.43

Redwood Capital Bank - 159 CalFire Humboldt County Fuels Interest Checking

		Balance Forward		\$ 1.81
12/18/2023	Advance Deposit		\$ 80,855.00	\$ 80,856.81