

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, February 13, 2024

8:00 A.M.

(Items marked with * are attached to director packets. Packets may be requested by contacting the HCRCDC at 707-296-3992 or emailing jill@hcrdc.org.)

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.

Join Zoom Meeting

<https://us02web.zoom.us/j/85362576963?pwd=OPdwgbeBvCRLadC7cbKHN3qoLNkGQN.1>

Meeting ID: 853 6257 6963

Passcode: 825874

If accessing from a **telephone**, you can listen to the meeting live by calling:

1 669 900 6833

Enter Meeting ID: 853 6257 6963 when prompted

Enter Passcode: 825874 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@hcrdc.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. **REMOTE PARTICIATION OF DIRECTOR VIA AB 2449**
 Director Lauri Barnwell may participate remotely in the Regular Meeting under AB 2449 under "just cause" due to an ongoing illness. To participate, Director Barnwell must state reason for participating remotely; publicly disclose at the meeting before any action is taken whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the relationship with any such individuals; and must participate through both audio and visual technology.
4. **ADDITIONS OR CHANGES TO AGENDA** (Gov. Code 54954.2(B))
5. **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)).
6. **CONSENT CALENDAR – ACTION**
 - 6.1 Approve Minutes for Regular Meeting of January 9, 2025*
 - 6.2 Receive Conflict of Interest Code, Statements of Economic Interests - Form 700, and information regarding AB1234 Ethics Training*
7. **ITEMS PULLED FROM CONSENT CALENDAR - ACTION**
8. **INFORMATIONAL ITEMS**
 - 8.1 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.
 - 8.2 District Correspondence
 - 8.3 Receive Report on Status of Federal Funding*
 - 8.4 Receive Report on Jacoby Creek Restoration Project Development*
 - 8.5 HCRCD Staff Reports* – Jill Demers, Executive Director
9. **NEW BUSINESS – ACTION**
 - 9.1 Approving a Memorandum of Understanding between North Coast RCD Collaborative Members to Administer the North Coast Wildfire Resilience Planning and Implementation Grant Program, Funded by Coastal Conservancy Grant Agreement No. 23-163*
 - 9.2 Approving Application to the USDA Forest Service Community Wildfire Defense Grant for the Southern Humboldt Wildfire Risk Reduction Project*
 - 9.3 Annual Board Organizational Meeting to Take Action to Elect Officers and Select Committee Assignments *
 - 9.4 Review and approve February 2025 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.
10. **OLD BUSINESS – ACTION**
11. **FUTURE AGENDA ITEMS**
12. **NEXT REGULAR MEETING: March 13, 2025**
 Meeting location: Humboldt Agricultural Center
13. **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 707-296-3992 or email admin@hcrccd.org. 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.

Agenda Item #6.1 (CONSENT)
For Regular Board Meeting of: February 6, 2025

HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT
BOARD OF DIRECTORS

TO: Board of Directors
FROM: Jill Demers, Executive Director
SUBJECT: 6.1 Approve Minutes for Regular Meeting of January 9, 2025*
AGENDA SECTION: CONSENT

RECOMMENDATION

Approve Minutes for Regular Meeting of January 9, 2025

SUMMARY

n/a

FISCAL IMPACT

n/a

ATTACHMENTS

Minutes for Regular Meeting of January 9, 2025

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
January 9, 2025

1. Call to Order: Chair Christine Manhart 8:00am
2. Roll Call
 - HCRC Board: Christina Manhart (Chair), Lane Russ (Vice Chair), Lauri Barnwell (Secretary/Treasurer), Dan Cohoon, Zach Cahill, Jim Cotton,
HCRC Directors Absent: Reid Cody
 - HCRC Staff: Jill Demers (Executive Director), Curtis Ihle (Assistant Executive Director), Anita Hipp, Doreen Hansen, Jake Taulbee, Katrina Henderson, Alex Cunha, Charlotte Favre, Travis Massey, Megan Kownurko, Katherine Rynearson, Petra Engstrom (GrizzlyCorp Fellow)
 - Virtual Guests: Patrick Kaspari, Marianne Lowenthal, Kristin Messmer (MCS D Parks & Recreation), Elicia Goldsworthy, Courtney Wyatt, 8 Mile Family Farms

3. Additions or Changes to the Agenda – None

4. Public Comment – None

5. Consent Calendar

5.1 Approve Minutes for Regular Board Minutes January 9th, 2025.

5.2 Approve Resolution 25-01 approving the application for and/or execution of grant funds from the Ocean Protection Council under the Safe Drinking Water Quality and Supply, Flood Control River and Coastal Protection Bond Act of 2006 (Proposition 84), Prop 68 Environmental License Plate Funds, Once Through Cooling, Greenhouse Gas Reduction Fund or General Funds.

5.3 Authorize the Executive Director to amend contractor agreement 143-07 for ForestScapes LLC (Contractor) for the Manual Fuels Reduction Services in the Pecwan Watershed Project to increase the contract amount to greater than \$150,000.

Item 5.3 pulled from Consent Calendar by Director Russ.

Motion to accept the Consent Calendar items 5.1 and 5.2 by Director Cotton, Seconded by Director Cotton. Ayes: Directors Manhart, Russ, Barnwell, Cohoon. Noes: None. Absent: Director Cody. Passed Unanimously.

6. Items Pulled from the Consent Calendar

5.3 Authorize the Executive Director to amend contractor agreement 143-07 for ForestScapes LLC (Contractor) for the Manual Fuels Reduction Services in the Pecwan Watershed Project to increase the contract amount to greater than \$150,000.

Director Russ asked what value the contract would be increased to. Executive Director noted that the contract would not be increased above \$300,000, and that it may not be increased at all due to the level of work needed and working weather windows.

Motion to accept item 5.3 by Director Russ, Seconded by Director Cotton. Ayes: Directors Manhart, Barnwell, Cohoon, Cahill. Noes: None. Absent: Director Cody. Passed Unanimously

7. New Business

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
January 9, 2025

- 7.1. Resolution 25-02 approving funding from the Forest Health Grant Program as provided through the California Climate Investments for the Southern Humboldt Forest Health and Wildfire Resilience Program. Executive Director Demers reviewed the details of the funding application.

Motion to accept New Business Item 7.1 by Director Barnwell, Seconded by Director Cohoon. Ayes: Directors Manhart, Russ, Cahill, Cotton. Noes: None. Absent: Director Cody. Passed Unanimously.

- 7.2. Resolution 25-03 Approving the Project Specific Analysis and Addendum to California Vegetation Management Program PEIR for the McKinleyville Vegetation Treatment Project and establishing a partnership between the District, McKinleyville Community Service District and Green Diamond Resource Company for cooperatively implementing the Project. Executive Director went on to take question and discuss the roles of the agencies involved: Humboldt County Resource Conservation District will take the lead with CEQA, McKinleyville Community Services District is the Responsible Agency, Green Diamond Resource Co. is a partner in implementation.

Motion to accept New Business Item 7.2 by Director Russ, Seconded by Director Cotton. Ayes: Directors Manhart, Barnwell, Cohoon, Cahill. Noes: None. Absent: Director Cody. Passed Unanimously.

- 7.3. Resolution 25-04 approving funding from the Forest Health Grant Program as provided through the California Climate Investments for the McKinleyville Vegetation Treatment Project, Phase 1. Executive Director Demers reviewed the application details..

Motion to accept New Business Item 7.3 by Director Cotton, Seconded by Director Cohoon. Ayes: Directors Manhart, Russ, Barnwell, Cahill. Noes: None. Absent: Director Cody. Passed Unanimously.

- 7.4. Approve January 2025 Financial Report and Staff Recommendations

Motion to accept New Business Item 7.4 by Director Barnwell. Seconded by Director Cahill. Ayes: Directors Manhart, Russ, Cohoon, Cotton. Noes: None. Absent: Director Cody. Passed Unanimously.

8. Old Business: None

9. Informational Items

- 9.1. District Director Updates and Announcements – None

- 9.2. District Correspondence – None

- 9.3. NRCS Update – No Update

- 9.4. HCRCD Staff Reports update by Executive Director Demers with details regarding the Salt River Project.

10. Future Agenda Items – None

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
January 9, 2025

11. Next Regular HCRCDC Board Meeting: February 13, 2025
12. Adjourned at 10:00am

HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT
BOARD OF DIRECTORS

TO: Board of Directors
FROM: Jill Demers, Executive Director
SUBJECT: 6.2 Receive Conflict of Interest Code, Statements of Economic Interests - Form 700, and information regarding AB1234 Ethics Training*
AGENDA SECTION: CONSENT

RECOMMENDATION

Action to receive Conflict of Interest Code, Statements of Economic Interests - Form 700, and information regarding AB1234 Ethics Training

SUMMARY

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate a conflict-of-interest code. The Code was last updated March 2024. HCRCD Executive Director does not recommend any change to the code.

Completion of Statements of Economic Interests - Form 700 is annually required by the Directors under Disclosure Categories of the Code. The Economic Interests - Form 700 can be found here: <https://www.fppc.ca.gov/Form700.html> and is also to be distributed by HCRCD staff at the regular meeting of Feb 13, 2025.

Ethics Training should be taken every other year. All Directors other than Chair Manhart need to take the training. The simplest option is <https://localethics.fppc.ca.gov/login.aspx>, create a password or use your previously created account, and take the Local Officials Training. Please print your Certificate of Completion (print as a pdf if you have the ability to do so) and send to jill@hcrccd.org and admin@hcrccd.org when complete.

FISCAL IMPACT

n/a

ATTACHMENTS

Conflict of Interest Code



Humboldt County Resource Conservation District

5630 South Broadway Eureka, CA 95503

Phone (707) 442-6058 Ext. 5

info@hercd.org

CONFLICT OF INTEREST CODE

Adopted March 2015

Updated by the Board of Directors on March 14, 2024

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate a conflict-of-interest code. The code defines its terms, designates positions required to file Statements of Economic Interests (Form 700), and assigns disclosure categories specifying types of interests to be reported. The Fair Political Practices Commission (FPPC) has adopted regulation 18730 (2 C.C.R. section 18730) that contains all information required for a conflict-of-interest code and allows for amendments, as required, to include legislative and regulatory changes that affect the main body of a conflict of interest code.

1. TERMS OF THE CODE

The terms of 2 C.C.R. Section 18730, and any amendments duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix “A” designating positions and Appendix “B” establishing disclosure requirements shall constitute the conflict-of-interest code of the Humboldt County Resource Conservation District.

Upon receipt of the statements of the Board Members/Directors, the District shall make and retain a copy and forward the original of these statements to the Clerk of the Humboldt County Board of Supervisors. The original statements for all designated employees will be retained by the District. Individuals serving as consultants or holding designated positions shall file their statements, as applicable, with the District, which will retain the statements and make the statements available for public inspection and reproduction. (Gov. Code Section 81008.)

HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT

APPENDIX “A”

DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Members of the Board of Directors	1,2,3,4
Executive Director/Assistant Executive Director	1,2,3,4
Program Manager	2,3,4
Office Manager	3
Consultants/New Positions	*

*Consultants/New Positions shall disclose to the broadest disclosure category in the code subject to the following limitation:

Should this designated position perform a range of duties that is of limited scope as defined in regulation and thereby not meet the requirements to comply with disclosure requirements, the Board of Directors of the Humboldt County Resource Conservation District may make a written determination to this effect. Such written determination shall include a description of the positions’ duties and based upon the description, a statement of extent of disclosure requirements. The Board’s determination is public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

**CONFLICT OF INTEREST CODE
OF THE
HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT**

**APPENDIX “B”
DISCLOSURE CATEGORIES**

Category 1: Designated positions must report all interests in real property located within the District’s boundaries, or within a two mile radius of the District’s boundaries, or of any land owned or used by the District. Interests include any leasehold, beneficial or ownership interest, or an option to acquire an interest in real property as well as investments, business positions and sources of income, including gifts, loans and travel payments.

Category 2: Designated positions must report all investments, business positions and income, including; receipt of gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the Humboldt County Resource Conservation District or that provide products or services related to water quality, nutrient management, and habitat improvement.

Category 3: Designated positions must report all investments, business positions and income, including; receipt of gifts, loans and travel payments, from sources that provide goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized for the District’s administrative purposes.

Category 4: Designated positions must report investments and business positions in business entities of the type to receive grants or other funds from or through the District.