

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, March 13, 2025

8:00 A.M.

(Items marked with * are attached to director packets. Packets may be requested by contacting the HCRCD at 707-296-3992 or emailing jill@hcrd.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@hcrd.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. **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 and/or road closures (HWY 36). 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.
3. **ROLL CALL**
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 February 13, 2025*
 - 6.2 Resolution 25-05 to approve the application of funds from Caltrans for the New Bear Pen and Willow Creek Projects and conditionally accepting funding, if offered.*
7. **ITEMS PULLED FROM CONSENT CALENDAR - ACTION**
8. **NEW BUSINESS – ACTION**
 - 8.1 Resolution 25-06 to approve the application for grant funds from the State Coastal Conservancy for the Advancing Restoration Designs for the Jacoby Creek Restoration Project and conditionally accepting the grant, if offered*
 - 8.2 Receive report on Salt River Ecosystem Restoration Project maintenance funding and potential action to identify matching funds for 2025 maintenance activities*
 - 8.3 Review and approve March 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.
9. **OLD BUSINESS – ACTION**
10. **INFORMATIONAL ITEMS**
 - 10.1 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.
 - 10.2 District Correspondence
 - 10.3 HCRCD Board Roster and Committee Assignments*
 - 10.4 Report on Status of Federal Funding*
 - 10.5 Report on Potential NOAA Transformational Communities Grant Applications*
 - 10.6 HCRCD Staff Reports*
 - 10.7 NRCS Report
11. **FUTURE AGENDA ITEMS**
12. **NEXT REGULAR MEETING: April 10, 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@hcr cd.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: March 13, 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 February 13, 2025*
AGENDA SECTION: CONSENT

RECOMMENDATION

Approve Minutes for Regular Meeting of February 13, 2025

SUMMARY

n/a

FISCAL IMPACT

n/a

ATTACHMENTS

Minutes for Regular Meeting of February 13, 2025

Humboldt County Resource Conservation District
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Humboldt Agricultural Center, 5630 South Broadway, Eureka, CA 95503
or Teleconference via ZOOM and Telephone
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1. Call to Order: Chair Christine Manhart 8:01am
2. Roll Call
 - HCRC Board: Christina Manhart (Chair), Lauri Barnwell (Secretary Treasure), Dan Cohoon, Jim Cotton, Reid Cody
 - HCRC Directors Excused: Lane Russ (Vice Chair), Zach Cahill
 - HCRC Staff: Jill Demers (Executive Director), Curtis Ihle (Assistant Executive Director), Anita Hipp, Doreen Hansen, Jake Taulbee, Alex Cunha, Travis Massey, Petra Engstrom (GrizzlyCorp Fellow)
 - HCRC Staff Excused: Katrina Henderson, Charlotte Favre, Megan Kownurko, Katherine Rynearson, Kristin Cooper Filopowich
 - Virtual Guests: Tanner Speas (Trees Foundation), Stephanie Wyse Mietz (Jacoby Creek Land Trust), Morguine Sefcik (City of Arcata), Garrett Costello (Symbiotic Restoration)
3. Remote Participation of Director VIA AB2449 – Removed as Director Barnwell Present
4. Additions or Changes to the Agenda – None
5. Public Comment – None
6. Consent Calendar
 - 6.1 Approve Minutes for Regular Board Minutes January 9th, 2025.
Motion to accept the Consent Calendar (items 6.1) by Director Cody, Seconded by Director Cohoon. Ayes: Directors Manhart, Barnwell, Cotton. Noes: None. Excused: Directors Russ, Cahill. Passed Unanimously
 - 6.2 Pulled from Consent Calendar: Receive Conflict of Interest Code, Statements of Economic Interests – Form 700, and information regarding AB1234 Ethics Training
7. Items Pulled from the Consent Calendar
 - 7.1. 6.2 Pulled from Consent Calendar: Receive Conflict of Interest Code, Statements of Economic Interests – Form 700, and information regarding AB1234 Ethics Training.
Executive Director Demers reviewed the Ethics and Sexual Harassment Trainings and the 700 Form instructions for those who are required.
8. Informational Items
 - 8.1. District Director Updates and Announcements - None
 - 8.2. District Correspondence: Card received from Chapman Ranch
 - 8.3. Executive Director Demers reviewed the Status of Federal Funding grants that have been cancelled or placed on hold and the subcontractor who have also been put on hold by the HCRC. Executive Director Demers has also been in contact with legal counsel.
 - 8.4. Jacoby Creek Restoration Project Development: Director Cody recused from the discussion due to owning property in the project area.
Executive Director Demers reviewed the community impact on private and county lands included in the permits and the potential joint project with the City of Arcata, Humboldt

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County, and landowners. Public comment provided in support. This item will be action item in future agenda.

8.5. HCRC D Staff Reports - Executive Director Demers provided project updates.

9. New Business

9.1. Approve a Memorandum of Understanding (MOU) between the North Coast RCD Collaborative Members to administer the North Coast Wildfire Resilience Planning and Implementation Grant Program funded by the Coastal Conservancy Grant Agreement No. 23-163.

Motion to accept the New Business Item 9.1 by Director Cotton, Seconded by Director Barnwell. Ayes: Directors Manhart, Cohoon, Cody. Noes: None. Excused: Directors Russ, Cahill. Passed Unanimously

9.2. Approve application to the USDA Forest Service Community Wildfire Defense Grant for the Southern Humboldt Wildfire Risk Reduction Project. Executive Director Demers and Tanner Speas (Trees Foundation) reviewed the project.

Motion to accept the New Business Item 9.2 by Director Cohoon, Seconded by Director Cotton. Ayes: Directors Manhart, Barnwell, Cody. Noes: None. Excused: Directors Russ, Cahill. Passed Unanimously

9.3. Approve Annual Board Organizational Meeting to take action to elect Officers and select Committee Assignments. The following slate of Officers and Committee Assignments was presented for discussion and approval:

Officers: Christine Manhart, Chair
Lane Russ, Vice-Chair
Lauri Barnwell, Secretary/Treasurer

Standing Committees:

Executive Committee – Chair Manhart, Vice-Chair Russ, Secretary/Treasurer Barnwell

Finance Committee – Director Barnwell (Chair), Director Manhart, Director Russ

Ad Hoc Committees:

Salt River Implementation & Adaptive Management Committee - Director Manhart (Chair), Director Russ, Director Cahill

Lower Eel River Scoping Ad Hoc Committee – Director Cahill, Director Cotton

Humboldt County Fire Safe Council Ad Hoc Committee – Cody

Communications Ad Hoc Committee – Director Manhart, Director Russ and Director Cotton

Public Works Ad Hoc Committee– Director Manhart, Director Russ, Lauri Barnwell

Motion to accept the New Business Item 9.3 by Director Cotton, Seconded by Director Cody. Ayes: Directors Manhart, Barnwell, Cohoon. Noes: None. Excused: Directors Russ, Cahill. Passed Unanimously

9.4. Approve February 2025 Financial Report and Staff Recommendations to reserve for payroll and tax liabilities and issue payments outlined in the financial report.

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Motion to accept the New Business Item 9.4 by Director Barnwell, Seconded by Director Cody. Ayes: Directors Manhart, Cohoon, Cotton. Noes: None. Excused: Directors Russ, Cahill. Passed Unanimously

10. Old Business: None
11. Future Agenda Items: Salt River and Jacoby Creek Projects
12. Next Regular HCRCDD Board Meeting: March 13, 2025
13. Adjourned at 9:55 am

HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT
BOARD OF DIRECTORS

TO: Board of Directors

FROM: Jill Demers, Executive Director

SUBJECT: Agenda Item 6.2: Resolution 25-05 to approve the application of funds from Caltrans for the New Bear Pen and Willow Creek Projects and conditionally accepting funding, if offered.*

Agenda Section: New Business

RECOMMENDATION

Approve Resolution 25-05.

SUMMARY

Caltrans has approached HCRCD to maintain two new mitigation sites.

- The New Bear Pen site is located in far northern Mendocino, near Confusion Hill, and is anticipated to be 5 years of work. HCRCD staff coordinated with the Mendocino County RCD regarding this project; they have declined this maintenance opportunity but support HCRCD performing the maintenance. The budget for the New Bear Pen site is anticipated to be approximately \$170,000 and the contract term will be until fall 2029.
- The Willow Creek site is located west of Willow Creek and will be 3 years of work. HCRCD staff have met with Caltrans staff on site and have begun work on a draft budget and scope of work. The budget for the Willow Creek site is anticipated to be approximately \$120,000 and the contract term will be until fall 2027.

Anticipated activities for the sites include:

- Performing on-site maintenance activities such as watering, cage maintenance, weeding, and other maintenance tasks.
- Performing supplemental planting.
- Providing regular progress and fiscal reports along with quarterly invoices

HCRCD has included budgets for three (3) staff members (one (1) Lead Conservation Technician and two (2) Conservation Technicians) to complete these tasks. It is estimated that these projects will account of 10% of field crew staff time with the remaining 70% coming from Caltrans HBAM and Fortuna projects (previously approved by the board), and future Caltrans projects.

FISCAL IMPACT

Costs are fully covered by Caltrans, including reimbursement of indirect cost rate. Additionally, Caltrans will provide funds in advance to assist with cashflow and equipment purchases.

ATTACHMENTS

- Resolution 25-05



Humboldt County Resource Conservation District

5630 South Broadway Eureka, CA 95503

Phone (707) 442-6058 Ext. 5

info@hercd.org

RESOLUTION NO. 25-05

RESOLUTION OF THE DISTRICT BOARD OF DIRECTORS OF THE HUMBOLDT COUNTY RESOURCE CONSERVATION APPROVING THE APPLICATION OF FUNDS FROM CALTRANS FOR THE NEW BEAR PEN AND WILLOW CREEK PROJECTS AND CONDITIONALLY ACCEPTING FUNDING, IF OFFERED.

WHEREAS, the California Department of Transportation (Caltrans) North Coast Region, approached the Humboldt County Resource Conservation District (District) to provide assistance implementing and monitoring restoration and revegetation projects; and

WHEREAS, the District is a Special District established under Division 9 of the California Public Resources Code to deliver and facilitate natural resources conservation in coordination with landowners of Humboldt County; and

WHEREAS, the District intends to perform on-site maintenance activities across restored wetland habitat at the New Bear Pen and Willow Creek mitigations sites and monitor site and plantings cooperatively with Caltrans.

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

1. Approves the submitting a funding request to Caltrans; 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 cooperative agreement(s); 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 13th day of March, 2025, by the following vote:

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

I hereby certify that the foregoing Resolution Number 25-05 was adopted by the Board of Directors of the Humboldt County Resource Conservation District.

Lauri Barnwell, Secretary
Board of Directors