

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, April 10, 2025

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. **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 March 13, 2025*
6. **ITEMS PULLED FROM CONSENT CALENDAR - ACTION**
7. **NEW BUSINESS – ACTION**
 - 7.1 Review and potential action to accept HCRCD Single Audit Report for the Year Ended June 30, 2024*
 - 7.2 Review and potential action to approve Resolution 25-06 authorizing submittal of application for the CalRecycle Farm and Ranch Solid Waste Cleanup and Abatement Grant Program for a site in Willow Creek*
 - 7.3 Review and potential action to approve Environmental Purchasing Policy*
 - 7.4 Review and potential action to authorize Executive Director purchase of a vehicle over \$50,000 to support CalTrans projects*
 - 7.5 Potential action to approve application to the NOAA Transformational Habitat Restoration and Coastal Resilience Grant program for the Restoration Action Planning for Salmonid Strongholds and Migration Pathways in the Eel River.*
 - 7.6 Potential action to approve application to the NOAA Transformational Habitat Restoration and Coastal Resilience Grant program for the Russ Creek and Centerville Slough Restoration Project.*
 - 7.7 Review and approve April 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.
8. **OLD BUSINESS – ACTION**
8.1 Discuss and potential action regarding Salt River Ecosystem Restoration Project implementation options, maintenance funding, and matching funds for 2025 maintenance activities*
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 Report on Status of Federal Funding*
 - 9.4 HCRCD Staff Reports*
 - 9.5 NRCS Report
10. **FUTURE AGENDA ITEMS**
11. **NEXT REGULAR MEETING: May 8, 2025**
Meeting location: Humboldt Agricultural Center
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 707-296-3992 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 #5.1 (CONSENT)
For Regular Board Meeting of: April 10, 2025

HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT
BOARD OF DIRECTORS

TO: Board of Directors
FROM: Jill Demers, Executive Director
SUBJECT: 5.1 Approve Minutes for Regular Meeting of March 13,
2025* AGENDA SECTION: CONSENT

RECOMMENDATION

Approve Minutes for Regular Meeting of March 13, 2025

SUMMARY

n/a

FISCAL IMPACT

n/a

ATTACHMENTS

Minutes for Regular Meeting of March 13, 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
March 13, 2025

1. Call to Order: Vice Chair Lane Russ 8:04am
2. Roll Call
 - HCRCRD Board: Lane Russ (Vice Chair), Dan Cohoon, Zach Cahill, Jim Cotton, Reid Cody
 - HCRCRD Board Virtual: Christine Manhart (Chair), Lauri Barnwell (Secretary/Treasurer)
 - HCRCRD Staff: Jill Demers (Executive Director), Curtis Ihle (Assistant Executive Director), Anita Hipp, Doreen Hansen, Jake Taulbee, Katrina Henderson, Alex Cunha, Travis Massey,
 - HCRCRD Staff Excused: Charlotte Favre, Megan Kownurko, Katherine Rynearson, Kristin Cooper, Petra Engstrom (GrizzlyCorp Fellow)
 - In Person Guests: Dennis Rael, Mark Moore
 - Virtual Guests: Todd Golder (NRCS Eureka Field Office District Conservationist), Michael Bowen and Fanny Yang (State Coastal Conservancy)
3. Remote Participation of Director VIA AB2449 – Christine Manhart (Chair), Lauri Barnwell (Secretary/Treasurer)
 - Lauri Barnwell attended the Regular Meeting of the Board under AB 2449 under “just cause” due to a prolonged illness and intermittent full closures to HWY 36 during inclement weather (active slide).
 - Christine Manhart (Chair) attended the Regular Meeting of the Board under AB 2449 under “just cause” due to an illness.
4. Additions or Changes to the Agenda – None
5. Public Comment – None
6. Consent Calendar
 - 6.1 Approve Minutes for Regular Board Minutes February 13th, 2025.
Motion to accept the Consent Calendar (item 6.1) by Director Cohoon, Seconded by Director Cody.
Ayes: Directors Manhart, Russ, Barnwell, Cotton, Cahill. Noes: None. Passed Unanimously.
 - 6.2 Pulled from Consent Calendar: 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 the Consent Calendar
 - 7.1. 6.2 Pulled from Consent Calendar: 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. Executive Director Demmers reviewed Resolution 25-05 and answered questions from the Board.
Motion to accept the item pulled from the Consent Calendar (item 7.1) by Director Cohoon, Seconded by Director Cotton. Ayes: Directors Manhart, Russ, Barnwell, Cahill Cody. Noes: None. Passed Unanimously.

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8. New Business

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 accept the grant, if offered.

Director Cody recused himself due to a potential conflict of interest, due to owning property along Jacoby Creek within the potential project study area.

Executive Director Demers reviewed the impact on private and county lands included in the permits and the potential joint project with the City of Arcata, Humboldt County, and landowners and the current funding sources being utilized for HCRCD Staff expenses to explore the partnership and develop a potential project. Community members Dennis Rael and Mark Moore expressed their support of the HCRCD taking lead on the project. Michael Bowen and Fanny Yang (State Coastal Conservancy) provided positive public comment as grant funders of previous phases of the project.

Motion to accept the New Business (item 8.1) by Director Cotton, Seconded by Director Cahill. Ayes: Directors Manhart, Russ, Barnwell, Cohoon Cody. Noes: None. Passed Unanimously.

8.2. Executive Director Demers reviewed the report on the Salt River Ecosystem Restoration Project maintenance funding and potential action to identify matching funds for 2025 maintenance activities.

Motion to request meeting with HCRCD Salt River Committee and full Salt River Watershed Council Board, including City of Ferndale, to discuss long-term maintenance funding options and to identify some level of cost-share for 2025 Sediment Management Area maintenance by Director Cahill, Seconded by Director Cotton. Ayes: Directors Manhart, Russ, Barnwell, Cohoon Cody. Noes: None. Passed Unanimously.

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

Motion to approve Financial Report and accept Staff Recommendations to 1) Issue checks for General Operating Expenses, Grant-related Expenses, and Contractors Payment at the Regular Board Meeting of 3/13/2025 (items #1-32); 2) Issue checks for Contractors Payment when cash flow allows and within 30 days of being paid (items #38-39); 3) Pay Staff Payroll, Liabilities, Rent, and Healthcare payments when due (items #33-37); and 4) Pay Contractors listed Accounts Payable Aging Summary upon receiving funds from grant funders by Director Barnwell, Seconded by Director Cotton. Ayes: Directors Manhart, Russ, Cahill, Cohoon Cody. Noes: None. Passed Unanimously.

9. Old Business - None

10. Informational Items

10.1. District Director Updates and Announcements – None

10.2. District Correspondence – None

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- 10.3. HCRCDD Board Roster and Committee Assignments – None
 - 10.4. Executive Director Demers gave an update on the status of Federal Funding with no contracts cancelled and slow payments.
 - 10.5. Executive Director Demers gave a brief presentation on the Potential NOAA Transformational Communities Grant Applications for Staff Time funding.
 - 10.6. Executive Director Demers reviewed the HCRCDD Staff reports and a note that the Single Federal Audit is almost complete.
 - 10.7. Todd Golder (NRCS Conservationist) gave a report on the effects of the Federal Government. As of now, six employees have been terminated.
11. Future Agenda Items: Salt River and Jacoby Creek Projects
 12. Next Regular HCRCDD Board Meeting: April 10, 2025
 13. Adjourned at 10:12am