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: CANCELLED

The Regular Meeting of October 8th at 8am at the Humboldt Agricultural Center has been cancelled due to building renovations. A Special Meeting will be held in its place at the USDA Eureka Service Center, details below.

SPECIAL MEETING

Thursday, November 12, 2026

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@hcrcd.org.)

LOCATION: USDA EUREKA SERVICE CENTER

322 W 15th Street, Eureka, CA 95501

OR

TELECONFERNCE 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/86840830697?pwd=Zov6o4tIKyTaN1ona5qjfT4fLhSXHa.1
Passcode:948229

If accessing from a telephone, you can listen to the meeting live by calling:
1 669 900 6833
Enter Webinar ID: 868 4083 0697 when prompted
Enter Passcode: 948229 when prompted
To mute or unmute yourself on a telephone, press *6
To raise your hand on a telephone, press *9.

When it is time for public comment on the item you wish to speak on, you'll hear a prompt that will indicate your phone is unmuted. Please state your name and the agenda item number you will be commenting on. You will have 3 minutes to comment.

HOW TO SUBMIT PUBLIC COMMENTS:

Before the Meeting: Please email your comments to jill@hcrcd.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 Q&A 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. **OATH OF OFFICE FOR APPOINTED DIRECTORS**
   The Humboldt County Board of Supervisors acted on November 3, 2026 to appoint Alyson Hunter to a vacant position on the HCRCD Board of Directors. Directors must take the Oath of Office to complete their appointment.
6. **CONSENT CALENDAR – ACTION**
   - 6.1 Approve Minutes for Regular Meeting of October 8, 2026*
7. **ITEMS PULLED FROM CONSENT CALENDAR – ACTION**
8. **NEW BUSINESS – ACTION**
   - 8.1 Review and possible action to approve Audited Financial Statements, Memorandum on Internal Control, and Required Communications for the year ended June 30, 2026 – *David Alvey, Maze and Associates**
   - 8.2 Review and potential action approve November 2026 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**
   - 9.1 Receive staff report on the status of the Russ Creek & Centerville Slough Restoration Project and potential action to authorize contract modifications.*
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 NRCS Report

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 707-832-6322 or email admin@hcrcd.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.

10.4 HCRCD Staff Reports*

11. LONG-RANGE PLAN WORKING SESSION*

The HCRCD Board and Staff will engage in a working session to review, discuss, and potentially edit a draft of the Long-Range Plan. The working session is anticipated to end by 11am.

12. FUTURE AGENDA ITEMS

13. NEXT REGULAR MEETING:

The Regular Meeting of December 10, 2026 at 8am at the Humboldt Agricultural Center will be cancelled due to ongoing renovations. A Special Meeting will be held in its place at the same date and time but located at the USDA Eureka Service Center.

14. 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 707-832-6322 or email admin@hcrcd.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. Oath of Office
For Regular Board Meeting of: November 12, 2026

HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT
BOARD OF DIRECTORS

TO: Board of Directors
FROM: Jill Demers, Executive Director
SUBJECT: Agenda Item 6 – OATH OF OFFICE FOR APPOINTED DIRECTORS*
AGENDA SECTION: OATH OF OFFICE

RECOMMENDATION

No board action required. Appointed directors shall take the Oath of Office to fulfill their appointment to the Board of Directors. HCRCD staff, HCRCD Directors, or a Supervisor (County of Humboldt) may administer the oath. After Directors take the oath, they shall sign the Oath of Office along with the individual administering the oath.

SUMMARY

The Humboldt County Board of Supervisors acted on November 3, 2026 to reappoint Zach Cahill and Reid Cody to the HCRCD Board of Directors and to appoint Alyson Hunter to a vacant position on the HCRCD Board of Directors. Directors must take the Oath of Office to complete their appointment. Alyson Hunter will be administered the Oath on November 10, 2026 and Zach Cahill and Reid Cody will be administered the Oath after their term is complete (the last Friday of November, 2026).

FISCAL IMPACT

n/a

ATTACHMENTS

Oath of Office – Alyson Hunter

Oath of Office

STATE OF CALIFORNIA

County of Humboldt

} **Humboldt County Resource Conservation District**

*I, **Alyson Hunter**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.*

_____
(Appointee Signature)

Subscribed and sworn to (or affirmed) before me, this 12th *day of* November, 2026

_____
(Signature Of Person Administering Oath)

_____
(Title)

Before taking office, each member must take and subscribe this Oath of Office before a district director, other district officer, state or county officer, judicial officer or notary public, to be filed with the County Clerk.

Agenda Item #6.1 (ACTION)
For Special Board Meeting of: November 12, 2026

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 October 8, 2026*
AGENDA SECTION: CONSENT

RECOMMENDATION
Approve Minutes for Regular Meeting of October 8, 2026

SUMMARY
n/a

FISCAL IMPACT
n/a

ATTACHMENTS
Minutes for Regular Meeting of October 8, 2026

Humboldt County Resource Conservation District
Board of Directors Board Meeting Minutes
Special Meeting
USDA Eureka Service Center, 322 W 15th Street, Eureka, CA
or Teleconference via ZOOM and Telephone
October 8, 2026

1. Call to Order: Christine Manhart, Chair at 8:01am
2. Roll Call
    - HCRCD Board of Directors: Christine Manhart (Chair), Dan Cohoon, Zach Cahill, Jim Cotton
    - HCRCD Board of Directors Excused: Lane Russ (Vice Chair), Reid Cody (Interim Secretary/Treasurer)
    - HCRCD Staff: Jill Demers (Executive Director), Curtis Ihle (Assistant Executive Director), Anita Hipp, Doreen Hansen, Jake Taulbee, Alex Cuhna
    - HCRCD Staff Virtual: Travis Massey, Olivia Lopes, Renata Urbina De ls Flor
    - HCRCD Staff Excused: Katrina Cole, Megan Kownurko, Giorgio Zampaglione, Zoe Ziegler, Matt Settelmayer, Paige Quinn
    - In-Person Guests: Adrienne Martin (NRCS Acting District Conservationist)
    - Virtual Guest: Sue Pearce (Sr. Planner, Coastal Conservancy Support), Alyson Hunter
3. Additions or Changes to Agenda – None
4. Public Comment – None
5. Consent Calendar
    5.1. Approve Minutes for the Special Regular Board Meeting of September 10, 2026. Motion to approve Consent Calendar (item 5.1) by Director Cotton, Seconded by Director Cohoon. Ayes: Directors Manhart, Cahill. Noes: None. Passed Unanimously.
6. Items Pulled from the Consent Calendar – None
7. Informational Items
    7.1. District Director Updates and Announcements – None
    7.2. District Correspondence – None
    7.3. NRCS Updates – Adrienne Martin, Acting District Conservationist
    7.4. HCRCD Staff Reports – Executive Director Demers reviews Audit updates, Employee updates, NRCS Soil Sampling support for producers
8. New Business
    8.1. Action to approve the application for funds from the U.S. Fish and Wildlife Service Fisheries Restoration and Irrigation Mitigation Act (FIRMA) under the National Fish Passage Program for the Russ Creek and Centerville Slough Restoration Project, and conditionally accepting grant, if offered. Executive Director Demers reviewed information with question from the Board. Motion to approve (item 8.1) by Director

Cohoon, Seconded by Director Cotton. Ayes: Directors Manhart, Cahill. Noes: None. Passed unanimously.

8.2. Action to approve Resolution 26-11 to certify that the Lower Trinity River Vegetation Treatment Program Project Specific Analysis (PSA) and Addendum to California Vegetation Management Program (CalVTP) Program EIR complies with CEQA and State CEQA Guidelines and adopt the CEQA Findings and Statement of Overriding Considerations for the Project. Program Manager Alex Cunha gave a presentation on the potential significance and unavoidable impacts of the project as the Humboldt County Resource Conservation District would be lead in CEQA compliance. Project Coordinator Lopes presented information on the Willow Creek Area with comments from Community Member Jim Cotton. Motion to approve (item 8.2) by Director Cotton, Seconded by Director Cahill. Ayes: Directors Manhart and Cohoon.

8.3. Action to approve October 2026 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. Motion to approve (item 8.3) by Director Cohoon, Seconded by Director Cahill. Ayes: Directors Manhart and Cotton. Noes: None. Passed Unanimously

8.4. Action to review Board Roster, Reappointment of Directors, & Recommendation on Vacancies. Board members are appointed by the Humboldt County Board of Supervisors to serve a four-year term. The term of three (3) current HCRCD Board members will expire on the last Friday of November of this year. Additionally, HCRCD currently has one Director vacancy for a term ending November 2028 and has received one application for the vacancy. Board may take action to notify the Humboldt County Board of Supervisors in support of re-appointment of the Directors and/or support appointment of another applicant. Action to support the resignation of Director Dan Cohoon after over 20 years of service; recommend that the Board of Supervisors reappoint Directors Zack Cahill and Reid Cody to a 2-year term and appoint Alyson Hunter to fill the vacant director position, term ending November 2028; and notify the Humboldt Board of Supervisors of the upcoming vacancy and recommendations regarding appointments. Motion to approve (item 8.4) by Director Cotton, Seconded by Director Manhart. Passed Unanimously

Humboldt County Resource Conservation District
Board of Directors Board Meeting Minutes
Special Meeting
USDA Eureka Service Center, 322 W 15th Street, Eureka, CA
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9. Old Business
   9.1. Discuss 2026 Long-Range Plan update and potential action to establish Special Meeting date. Email poll for Special Meeting dates will be sent.
   9.2. Executive Director Demers reviewed the status of the Russ Creek & Centerville Slough Restoration Project and potential action to authorize contract modifications.
10. Future Agenda Items
    10.1 Oath of Office for Alyson Hunter.
11. Next Regular Meeting
    The Regular Meeting of November 12, 2026, at 8am at the Humboldt Agricultural Center will be cancelled due to renovations. A Special Meeting will be held at the same date and time but located at the USDA Eureka Service Center.
12. Adjournment at 10:05 am