

Humboldt
County



RESOURCE
CONSERVATION DISTRICT

Board of Directors Meeting

The Mission of the Humboldt County Resource Conservation District is to enhance and improve the sustainability of natural resources by educating, providing training, and assisting private and public landowners and land users.

AGENDA

Thursday January 9, 2014

8:00 A.M.

Agriculture Center Auditorium

5630 South Broadway - Eureka

(Items marked with * are attached to director packets)

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
3. **ADDITIONS OR CHANGES TO AGENDA**
4. **PUBLIC COMMENT PERIOD**
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - North Coast Resource Partnerships – Thank you to Chambers for presentation on Salt River Project at recent conference
 - Ducks Unlimited – Amendment #2 to Partner Agreement between DU and HCRCD for phase 1 of the Salt River Ecosystem Restoration Project to include new funding received by DU for fencing on the Riverside Ranch property
 - County of Humboldt/Auditor-Controller – Notice of annual LAFCo charge of \$692.87
 - Riverside Community Services District – Response to request to receive agendas and minutes of regular meetings, and notification that RCSD charges a fee of \$5.00 per month plus a \$.10/per page copying fee plus postage as they do not provide this information electronically
 - State of California Fish and Game Commission – Notice of proposed regulatory action relating to public use of CDFW lands, specifically Wildlife Areas and Ecological Reserves. Comments must be received before February 5, 2014
 - U.S. Army Corps of Engineers – Public Notice regarding PG&E’s application to implement a project known as the Humboldt Bay Power Plant Intake and Discharge Canal Remediation
 - Special District Risk Management Authority (SDRMA) – 2012-2013 Annual Report and copy of Special District Board Member Handbook

- Humboldt County Association of Governments (HCAOG) – Letter advising interested agencies of availability of Draft Initial Study and Draft Mitigated Negative Declaration for the Humboldt Bay Power Plant Canal Remediation Project with comments due by January 14, 2014
- Humboldt County Planning and Building Department – Notification of pending March 15, 2014 expiration of permit for site access for vegetation clearing along Port Kenyon Road in Ferndale associated with the Salt River Ecosystem Restoration Project
- California State Lands Commission – Notice of Modifications to Text of Proposed Regulations. Proposed additions to text under “Categories of Leases, Permits or Agreements” adds “Grazing” and “Agriculture”, as well as “...environmental preservation, mitigation, or restoration; or protection against invasive species”. In addition, minimum annual rents for the various categories include “Grazing: \$600, Agricultural: \$600” representing an increase from current charges. A special Commission meeting will be held on January 23 in Sacramento to hear the proposed regulations
- California Department of Fish and Wildlife – Letter informing HCRCD that the proposal submitted for the “North Fork Yager In-Stream Steelhead Habitat Restoration Project” is currently under CEQA review and that HCRCD will be notified sometime after January 31, 2014 if it is selected for funding
- U.S. Army Corps of Engineers - Letter Requesting a Letter of Intent from HCRCD to execute a Feasibility Cost Sharing Agreement to continue work by the Corps on their Salt River Restoration Study: **Agenda Action Item 9 (b)**

Outgoing:

- Dennis Leonardi, Domingo Santos, and Grant Pedrotti – Notice of Termination of Lease Agreements on CDFW Wildlife Management Areas
- California Department of Transportation - Cover letter to Blue Lake Mad River Weir Removal Mitigation Project Completion Report
- Riverside Community Services District – Letter requesting RCSD provide documentation of action taken at their November meeting to formally accept new section of waterline constructed by HCRCD as part of the Salt River Ecosystem Restoration Project and providing RCSD with copy of HCRCD Resolution #13-13 relinquishing all claim to and responsibility for the section of waterline installed
- Ducks Unlimited – Cover letter transmitting signed copies of Amendment #2 to Partner Agreement between DU and HCRCD for phase 1 of the Salt River Ecosystem Restoration Project to include new funding received by DU for fencing on the Riverside Ranch property
- Riverside Community Services District (RCSD) – Letter requesting time on the agenda of the January 8, 2014 meeting to discuss design and coordination regarding areas in the Salt River Ecosystem Restoration Project footprint that impact RCSD waterlines

6. DISCUSSION AND APPROVAL OF BOARD MINUTES FOR November 21, 2013 – ACTION *

7. HCRCD DIRECTOR’S REPORTS, REQUESTS, OR ANNOUNCEMENTS

- a) Reports From Other Meetings Attended By Board Members
- b) Board Requests For Future Agenda or Information Items
- c) Other Announcements from Board Members

8. FINANCIAL REVIEW AND REPORT – L. Barnwell (Handout)

- a) Review January Financial Statement

- 1) Review of checks issued since last Board meeting
- 2) Current Status of Invoices and Payments Received
- 3) Discuss and Approve List of Payments – **ACTION**

9. NEW BUSINESS– **ACTION**

- a) Opportunity to Partner with University of California Cooperative Extension on a proposed Biomass Utilization Project – Yana Valachovic

BACKGROUND: The Board will receive a presentation from Valachovic, hold a discussion and determine whether or not to take action

- b) Receive and Respond to Letter from U.S. Army Corps of Engineers to execute a Feasibility Cost Sharing Agreement to continue work by the Corps on their Salt River Restoration Study – Chambers

BACKGROUND: The US Army Corps of Engineers has been involved with work in the Eel River delta for some time. In the late 1980's the Corps of Engineers conducted an assessment of flood control problems and opportunities in the Salt River delta. The assessment determined that the flooding in the delta was the result of inadequate drainage and thus did not qualify for Corps flood control participation. Beginning in 2002 the City of Ferndale and the County of Humboldt reached out to the Corps for assistance through the Corps' Ecosystem Restoration program. In April of 2003 HCRCD, as the local sponsor for the Salt River Ecosystem Restoration Project, signed a Letter of Intent with the Army Corps of Engineers to develop a Preliminary Restoration Plan. This began HCRCD's participation in the Corp's Section 206 process for feasibility, design and planning assistance for the project.

Since 2003 the Corps estimates it has incurred some 1.1 million dollars in "sunk costs" toward the project in the form of digital aerial photography, analysis, planning, field work, development of a Section 206 Feasibility Study, and other studies. Several months ago the HCRCD was contacted by the Corps with an offer to continue to assist with the Salt River Project. After talking through options for potential Corps involvement, the RCD and the Corps agreed to have the Corps contract with a local consulting firm (McBain and Trush) to develop a conceptual design plan for the trans-delta reach of Williams Creek.

At the end of November the HCRCD received a formal letter from the Corps requesting that HCRCD provide a letter of intent to execute a Feasibility Cost-Sharing Agreement (FCSA). This letter is needed for the Corps to continue to expend money to complete its Salt River Restoration "Study". Recent changes to the Continuing Authority Program (CAP) require all costs of the "Study" that are incurred prior to signing a Project Partnership Agreement to be cost-shared 50/50. While signing the Feasibility Cost Share Agreement does not obligate the RCD to pay its share immediately, it does indicate that HCRCD is intending to continue to work with the Corps toward project implementation. If the HCRCD actually were to enter into a Project Partnership Agreement with the Corps to implement some part of the project, the HCRCD would then be obligated to pay 50% of all feasibility phase costs in excess of \$100,000 in four equal payments over a two-year period. Since the project has already begun implementation utilizing grant funding it appears unlikely that HCRCD will enter into a Project Partnership Agreement with the Corps for this project.

10. **SALT RIVER PROJECT UPDATE - STAFF**
11. **NRCS DISTRICT CONSERVATIONIST REPORT** - Jon Shultz, NRCS District Conservationist
12. **DISTRICT STAFF ACTIVITIES REPORTS and OTHER RCD PROJECT UPDATES - STAFF**
13. **PERSONNEL** – Adjourn to Closed Session to conduct the Board’s performance evaluation of the Executive Director.
14. **Reconvene to Open Session and Report Action Taken**
15. **NEXT REGULAR MEETING: Thursday, February 13, 2014 at 8 a.m.**
16. **ADJOURNMENT**

NOTE: GRAZING COMMITTEE MEETING DIRECTLY FOLLOWING THE BOARD MEETING

Humboldt
County



RESOURCE
CONSERVATION DISTRICT

Board of Directors Meeting

The Mission of the Humboldt County Resource Conservation District is to enhance and improve the sustainability of natural resources by educating, providing training, and assisting private and public landowners and land users.

AGENDA

Thursday February 13, 2014

8:00 A.M.

Agriculture Center Auditorium

5630 South Broadway - Eureka

(Items marked with * are attached to director packets)

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
3. **ADDITIONS OR CHANGES TO AGENDA**
4. **PUBLIC COMMENT PERIOD**
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)

Incoming:

- State Water Resources Control Board – Notice of surface water shortage and potential for curtailment of water right diversions
- Blomberg and Griffin Accountancy Corporation – Request to be considered for future audit services
- Ducks Unlimited – Letters (2) transmitting Completed Project Acceptance forms for phase 1 of the Salt River Ecosystem Restoration Project for signature
- California Northern Regional Land Trust Council – Invitation for membership
- Northcoast Regional Land Trust – Autumn newsletter
- Salmonid Restoration Federation – Conference Announcement
- Yager/Van Duzen Environmental Stewards – Winter Newsletter

Outgoing:

- Chief Tom Hein, CalFire – Letter of appreciation for work completed by crews to remove vegetation from Phase 2 footprint of the Salt River Ecosystem Restoration Project

- Arijs A. Rakstins, US Army Corps of Engineers – Letter declining US Army Corps of Engineers request for a letter of intent to execute a Feasibility Cost Sharing Agreement
- John Spolar, Ducks Unlimited – Cover letter transmitting signed copies of project acceptance forms

6. DISCUSSION AND APPROVAL OF BOARD MINUTES FROM January 9, 2014 – ACTION *

7. DISCUSSION AND APPROVAL OF GRAZING COMMITTEE MINUTES FROM January 9, 2014 – ACTION *

8. HCRCD DIRECTOR'S REPORTS, REQUESTS, OR ANNOUNCEMENTS

- a) Reports From Other Meetings Attended By Board Members
- b) Board Requests For Future Agenda or Information Items
- c) Other Announcements from Board Members

9. FINANCIAL REVIEW AND REPORT – L. Barnwell (Handout)

- a) Review February Financial Statement
 - 1) Review of checks issued since last Board meeting
 - 2) Current Status of Invoices and Payments Received
 - 3) Discuss and Approve List of Payments – **ACTION**

10. OLD BUSINESS

- a) Distribute Annual Statement of Economic Interest forms and information to Board

11. NEW BUSINESS – ACTION

a) FRGP FUNDING PROPOSALS & PARTNER COORDINATION - DISCUSSION

BACKGROUND: California Department of Fish and Wildlife annually releases a solicitation through the Fisheries Restoration Grant Program (FRGP). The solicitation is now open and will close March 15th. In the past the RCD has both submitted proposals of its' own and worked with various partners to sponsor proposals. The purpose of this agenda item is to discuss current staff capacity to determine if it's feasible for the RCD to sponsor additional proposals this year.

b) RESOLUTION # 14-01 FRGP FUNDING PROPOSALS

BACKGROUND: The California Department of Fish and Wildlife is accepting proposals for the 2014-2015 cycle of the Fisheries Restoration Grant Program. A Provisional Resolution authorizing the Executive Director to submit proposals is required. Any additional action that may come out of the grants and contracting process is subject to review and ratification by the Board.

Staff Recommendation: Approve and Adopt Resolution No. 14-01 authorizing staff to develop and submit proposals for projects that support priorities outlined in the 2012-2015 Long Range Plan.

12. SALT RIVER PROJECT UPDATE - STAFF

13. NRCS DISTRICT CONSERVATIONIST REPORT - Jon Shultz, NRCS District Conservationist

14. DISTRICT STAFF ACTIVITIES REPORTS and OTHER RCD PROJECT UPDATES - STAFF
15. NEXT REGULAR MEETING: Thursday, March 13, 2014 at 8 a.m.
16. ADJOURNMENT

NOTE: GRAZING COMMITTEE MEETING DIRECTLY FOLLOWING THE BOARD MEETING

Humboldt
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RESOURCE
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Board of Directors Meeting

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AGENDA

Thursday April 10, 2014

8:00 A.M.

Agriculture Center Auditorium

5630 South Broadway - Eureka

(Items marked with * are attached to director packets)

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
3. **ADDITIONS OR CHANGES TO AGENDA**
4. **PUBLIC COMMENT PERIOD**
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)

Incoming:

- Water Bond Coalition – Informational letter outlining support for SB 848 a water bond proposal sponsored by Senator Lois Wolk. The Water Bond Coalition is an affiliation of more than 40 counties, cities, special districts and nonprofit organizations from northern and coastal California communities.
- Special District Risk Management Agency (SDRMA) – letters transmitting distribution of longevity credits in the amount of \$63 for the RCD's Property Liability insurance and \$21 for Worker's Compensation. These amounts will be credited against renewal payments due for 2014-2015.
- California Department of Fish and Wildlife – Notification that proposal submitted for the North Fork Yager In-Stream Steelhead Habitat Restoration Project was not selected for funding.
- Del Norte RCD – February and March Agendas and February minutes.
- California State Lands Commission – Notice of Addition of Documents and Information to Rulemaking File, including Economic Impact Assessment and Supplement to Initial Statement of Reasons. Documents added in support of proposal to amend section of the

California Code of Regulations regarding leases, permits and rentals of the Commission's current leasing regulations.

- Special District Leadership Foundation – Notice of scholarships to cover registration fees (but not travel, lodging or meals) for Special District Managers to attend General Management Leadership Summit in Squaw Valley.
- California Special Districts Association (CSDA) - Notice of Special Districts Legislative Days May 20-21 in Sacramento.
- LAFCO – Notification of public hearing for proposed LAFCO budget for FY 2014-2015 and request for comments by May 2, 2014.
- Notice and materials for upcoming North Coast CARCD Meeting to be held in Weaverville on Friday, May 9th 2014 with additional activities available on Thursday May, 8th.

Outgoing:

- Notice to dairy producers in Humboldt & Del Norte Counties announcing a Spring Dairy Seminar on March 31, 2014. Purpose of seminar to provide updates and information on new Farm Bill, FSA assistance programs and Regional Water Board dairy permit program. Hosted by UCCE, Western United Dairyemen, NRCS, FSA and HCRCD.
- Letter and Flyer targeted to landowners with *Spartina densiflora* on their lands as part of an collaborative outreach effort to control and eradicate this invasive non-native plant from local wetlands.

6. DISCUSSION AND APPROVAL OF BOARD MINUTES FROM February 13, 2014 – ACTION *

7. HCRCD DIRECTOR'S REPORTS, REQUESTS, OR ANNOUNCEMENTS

- a) Reports From Other Meetings Attended By Board Members
- b) Board Requests For Future Agenda or Information Items
- c) Other Announcements from Board Members

8. FINANCIAL REVIEW AND REPORT – L. Barnwell (Handout)

- a) Review March activity and April Financial Statement
 - 1) Review of checks issued since last Board meeting
 - 2) Current Status of Invoices and Payments Received
 - 3) Discuss and Approve List of Payments – **ACTION**

9. DISCUSSION AND APPROVAL OF GRAZING COMMITTEE MINUTES FROM

- a) **February 13, 2014 – ACTION***
- b) **April 2, 2014 – ACTION ***

10. NEW BUSINESS – ACTION

- a) Approve and Adopt Resolution #14-02
Consider approving and adopting Resolution # 14-02 to amend Resolution #13-01 to allow existing savings account #2200005136 established at Redwood Capital Bank to hold retention funds payable to contractors upon completion of project tasks and/or approval of final report.

Background - Currently HCRCD has several CDFW-funded grants that do not withhold retention for project completion. HCRCD holds retention until completion of the project, payable to the contractor upon CDFW acceptance of the project and approval of the final report. These funds are currently held in the general account. Staff recommends depositing the funds that are earmarked for retention payable on various contracts to the savings account, thereby segregating the retention payable funds from the general fund.

b) Salt River Project – Discussion and Potential Action*

Consider amending existing task order agreement with GHD, Inc. for professional services to include assisting HCRCD staff oversee and manage Salt River Project bidding, contracting and implementation for 2014.

Background – HCRCD has a policy for the procurement of services, adopted by the Board in July of 2008. The policy allows HCRCD to secure the services of professionals to assist with HCRCD projects and programs. The policy further allows HCRCD to negotiate for short term or specific needs directly with qualified professionals who have notified HCRCD of their interest, availability and qualifications or who are asked by HCRCD to submit such information. Staff have been negotiating for professional services for bidding, contracting and implementation on 2014 Salt River Project implementation with Ducks Unlimited for the past several months. During this time, GHD, Inc. has notified HCRCD of their interest, availability and qualifications to provide assistance, should Ducks Unlimited not be available to provide assistance to HCRCD this year. HCRCD has recently been notified by Ducks Unlimited that they are unable to assist fully this year. GHD, Inc. has been asked to develop and submit a scope and budget for a task order amendment for the Board's consideration and potential approval.

11. SALT RIVER UPDATE *- STAFF

12. NRCS REPORT - Jim Spear, NRCS Assistant State Conservationist and Jon Shultz, NRCS District Conservationist

13. DISTRICT STAFF ACTIVITIES REPORTS and OTHER RCD PROJECT UPDATES *- STAFF

14. NEXT REGULAR MEETING: Thursday, May 8, 2014 at 8 a.m.

15. ADJOURNMENT

GRAZING COMMITTEE MEETING WILL BE HELD IMMEDIATELY FOLLOWING BOARD MEETING

Humboldt County Resource Conservation District

Grazing Committee Meeting

April 2, 2014

10:00 A.M.

AGENDA

Agricultural Center Auditorium
5630 South Broadway, Eureka

1. Call to Order: Peter Bussman, Chairman
2. Discussion with CDFW representatives on developing pilot grazing program on wildlife management areas in Humboldt County

Humboldt
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RESOURCE
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Board of Directors Meeting

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AGENDA

Thursday May 8, 2014

8:00 A.M.

Agriculture Center Auditorium

5630 South Broadway - Eureka

(Items marked with * are attached to director packets)

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
3. **ADDITIONS OR CHANGES TO AGENDA**
4. **PUBLIC COMMENT PERIOD**
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)

Incoming:

- National Association of Conservation Districts – Request for membership
- County of Humboldt Treasurer – Report on fund balance of \$4.02 and interest accrued of 0.001 for first quarter.
- Department of Conservation – Notice of limited, six-month grant extension to Watershed Coordinator grant. Purpose of extension is to focus on key or priority drought mitigation issues in the watershed. Total grant award to be increased by \$8,992.29.

Outgoing:

- Reminder postcard to dairy producers in Humboldt County to complete spring 2014 groundwater well sampling.
- Wildlife Conservation Board – Letter of Support for grant proposal submitted by Ducks Unlimited to help fund construction of Phase 2 of the Salt River Ecosystem Restoration Project.
- Department of Conservation – Letter to Grant Manager explaining purchase of software that was different than what was listed in the original line item budget.

- California Department of Fish and Wildlife – Letter to Grant Manager requesting a line item adjustment for the Lawrence Creek Sediment Reduction project.
- California Department of Fish and Wildlife – Letter to Grant Manager requesting a no-cost time extension to the Lower Eel Riparian Planting Project due to drought conditions.
- California Department of Fish and Wildlife – Letter to Grant Manager requesting and no-cost time extension to the Lower Eel Sediment Reduction Project due to Contractor's loss of key staff necessary to complete the project.

6. DISCUSSION AND APPROVAL OF BOARD MINUTES FROM April 10, 2014 – ACTION

7. DISCUSSION AND APPROVAL OF GRAZING COMMITTEE MINUTES FROM April 10, 2014 – ACTION

8. HCRCD DIRECTOR'S REPORTS, REQUESTS, OR ANNOUNCEMENTS

- a) Reports From Other Meetings Attended By Board Members
- b) Board Requests For Future Agenda or Information Items
- c) Other Announcements from Board Members

9. FINANCIAL REVIEW AND REPORT – L. Barnwell (Handout)

- a) Review May Financial Statement
 - 1) Review of checks issued since last Board meeting
 - 2) Current Status of Invoices and Payments Received
 - 3) Discuss and Approve List of Payments – **ACTION**

10. REVIEW OF CURRENT CONTRACT STATUS*

11. OLD BUSINESS – PERSONNEL HANDBOOK UPDATE; COMPENSATION SECTION*

12. NEW BUSINESS – ACTION

a) BOARD MEMBERSHIP

Background: HCRCD Board members are appointed by the Humboldt County Board of Supervisors to serve a four-year term. The term of four current HCRCD Board members will expire in November of this year. HCRCD is required to notify the Board of Supervisors 125 days prior to any expected vacancy. Those Directors with expiring terms include: Dan Cohoon, Jim Renner, and Hugo Klopper (serving the remainder of Walt Giacomini's term).

These Directors may request re-appointment to serve another four-year term and the HCRCD Board may take action to write a letter to the Humboldt County Board of Supervisors in support of re-appointment of the Directors.

b) LABOR COMPLIANCE PROGRAM FOR SALT RIVER PROJECT *

- 1) Approve and Adopt Resolution # 14-03 authorizing Executive Director to execute a contract with North Valley Labor Compliance Services to assist with developing and submitting a labor compliance program that will satisfy the requirements of the

California Department of Industrial Relations and provide labor compliance and monitoring services, and with the law firm of Deborah E.G. Wilder for legal services on an as-needed basis as may be required for the effective administration of said labor compliance program.

Background – Funding for Phase 2 of the Salt River Ecosystem Restoration Project includes funds made available under Proposition 84. To comply with grant requirements, HCRCD must develop, submit, and administer a labor compliance program that satisfies the requirements of the California Department of Industrial Relations. North Valley Labor Compliance Services has a good track record providing these services for a number of Special Districts and has indicated their interest in working with HCRCD.

13. SALT RIVER RESTORATION PROJECT * - STAFF

- a) Update from staff on status of project.
- b) Authorize staff to commence the bid process for Lower Phase 2A construction this year -
ACTION

14. DISTRICT STAFF ACTIVITIES REPORTS and OTHER RCD PROJECT UPDATES * – STAFF

15. NEXT REGULAR MEETING: Thursday, June 12, 2014 at 8 a.m.

16. ADJOURNMENT

Humboldt
County



RESOURCE
CONSERVATION DISTRICT

Board of Directors Meeting

The Mission of the Humboldt County Resource Conservation District is to enhance and improve the sustainability of natural resources by educating, providing training, and assisting private and public landowners and land users.

AGENDA

Thursday June 12, 2014

8:00 A.M.

Agriculture Center Auditorium

5630 South Broadway - Eureka

(Items marked with * are attached to director packets)

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
3. **ADDITIONS OR CHANGES TO AGENDA**
4. **PUBLIC COMMENT PERIOD**
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)

Incoming:

- HCAOG/United States Department of the Interior, Redwood National Park – Notice of proposed project to pave and improve 2.6 miles of Bald Hills Road and request for agency comments and recommendations.
- California Department of Fish and Wildlife – Information on the Coho Salmon Habitat Enhancement Leading to Preservation Act (Coho HELP Act). Act allows persons, public agencies and nonprofit organizations to complete process to request approval of specific project activities that will improve habitat which, if approved, would relieve project of need to obtain any CDFW permit, license or approval for the project.
- Sequoia Park Zoo – Letter to Doreen Hansen inviting her to provide an informational public lecture on the Salt River Ecosystem Restoration Project to be hosted by the Zoo.
- California Tax Foundation – Letter under the California Public Records Act requesting information about HCRCD property tax levy authority.
- Del Norte RCD May 22 Agenda.

Outgoing:

- The Honorable Richard Gordon, State Assembly – Letter of Support for the Habitat Restoration and Enhancement Act (AB 2193) that aims to create a simplified permitting process at CDFW for small scale, voluntary habitat restoration and enhancement projects.
- California Tax Foundation, Robert Gutierrez – Response to request for information noting that HCRCD did not seek approval to levy a property-related tax at the time of its formation as the Eel River Resource Conservation District nor during its re-organization as the Humboldt County Resource Conservation District.

6. DISCUSSION AND APPROVAL OF BOARD MINUTES FROM May 8, 2014 – ACTION

7. HCRCD DIRECTOR'S REPORTS, REQUESTS, OR ANNOUNCEMENTS

- a) Reports From Other Meetings Attended By Board Members
- b) Board Requests For Future Agenda or Information Items
- c) Other Announcements from Board Members

8. FINANCIAL REVIEW AND REPORT – L. Barnwell (Handout)

- a) Review June Financial Statement
 - 1) Review of checks issued since last Board meeting
 - 2) Current Status of Invoices and Payments Received
 - 3) Discuss and Approve List of Payments – **ACTION**

9. NEW BUSINESS – ACTION

- a) **Proposal to Partner with University of California Cooperative Extension for Biomass Utilization Project funded through CALFIRE – Yana Valachovic**

Background – Valachovic will provide information on a proposed collaboration between HCRCD and UCCE to implement a Biomass Utilization Project. The Board will receive and discuss the information. The Board may determine to agree to collaborate on the project and to enter into a contract with CALFIRE. Under the contract, HCRCD would provide administrative services while UCCE and other partners would provide coordination and oversight of the work. Should the Board take action to approve the collaboration; the Board will review, approve and adopt Resolution #14-04 which will authorize the Executive Director to execute a contract with CALFIRE and other documents as may be required for the project.

- b) **Contractor Selection for Salt River Ecosystem Restoration Project – Phase 2A**

Background – A Request for Proposals for this year's construction of Phase 2A of the Salt River Project was released May 14th. The mandatory bid walk was held on May 22nd. Bids were due and publicly opened on June 9th. The Board will consider the lowest responsible, responsive bid and receive a report from staff on available funding. The Board may take action to award the contract or to reject all bids. Should the Board take action to award the contract; the Board will review, approve and adopt Resolution #14-05 which will authorize the Executive Director to execute a contract with the apparent lowest responsive, responsible bidder.

- c) **Technical Assistance contract with CDFW**

Background – HCRCD has been working with CDFW over the past several months to develop a scope and budget for HCRCD staff to provide technical services to assist CDFW

develop and monitor Land Use agreements for select Humboldt County Wildlife Management Areas. The CDFW contract is now ready for Board consideration. The Board will consider whether to enter into an agreement with CDFW for these services. Should the Board determine to enter into the agreement, the Board will take action to review, approve and adopt Resolution #14-06 which will authorize the Executive Director to execute CDFW Agreement P1310016 in the amount of \$22,000 and any subsequent amendments.

d) **Humboldt Local Agency Formation Commission (LAFCo) – Official Election Ballot for a Special District Representative for the LAFCo Board ***

Background – Four candidates have declared their interest in representing Special Districts on the LAFCo Board: Troy Nicolini, J. Bruce Rupp, Frank Scolari, and George Wheeler. Candidate's statement of qualifications and sponsoring special district are included in the Director packets. The Board may take action to select one representative to serve as a special district member on the Humboldt LAFCo.

10. OLD BUSINESS

a) PERSONNEL HANDBOOK UPDATE* **ACTION** – Chambers

Background – Staff is working to update the District's personnel handbook. The following sections are being provided for Board review. The Board may take action to approve the sections as presented or may ask staff to make changes to the proposed sections.

- 1) Compensation
- 2) Standards of Conduct
- 3) General Safe Practices
- 4) Vehicle use

b) FEE FOR SERVICE DISCUSSION and **Potential Action**

Background – Staff was directed to develop additional information for a potential fee-for-service activity for the Board's consideration and discussion. The Board may take action to direct staff to develop a specific fee-for-service activity.

11. NRCS DISTRICT CONSERVATIONIST REPORT - Jon Shultz, NRCS District Conservationist

- a) Shultz will provide a presentation on the 2014 Farm Bill

12. SALT RIVER RESTORATION PROJECT * - STAFF

- a) Update from staff on status of project.

13. DISTRICT STAFF ACTIVITIES REPORTS and OTHER RCD PROJECT UPDATES *- STAFF

14. NEXT REGULAR MEETING: Thursday, July 10, 2014 at 8 a.m.

15. ADJOURNMENT

Humboldt
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RESOURCE
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Board of Directors Meeting

The Mission of the Humboldt County Resource Conservation District is to enhance and improve the sustainability of natural resources by educating, providing training, and assisting private and public landowners and land users.

AGENDA

Thursday August 14, 2014

8:00 A.M.

Agriculture Commissioner's Conference Room

5630 South Broadway - Eureka

(Items marked with * are attached to director packets)

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
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. Public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - Jim Spear, NRCS – Letter congratulating RCD employee Summer Daugherty for successfully meeting the requirements to be a Certified Conservation Planner for NRCS.
 - California Association of Resource Conservation Districts (CARCD) – Newsletter, Annual Conference information (Ventura, CA November 12-15), Invitation to participate in 3 hour training webinar for RCD Board members and staff on July 26, 2014 3-6pm.
 - National Association of Resource Conservation Districts – Request for membership dues.
 - Department of Water Resources – Response granting approval to reduce retention from 10% to 5%.
 - California Coastal Commission – Notice of 8/13/14 public hearing for application by Caltrans to use the Caltrans Elk River Mitigation Bank as an off-site wetland mitigation location for the US 101 Mad River Bridges project.
 - California Special Districts Association (CSDA) – Call for nominations for Board of Directors Region 1, Seat C. and invitation to serve on CSDA Committees and/or Expert Feedback Teams
 - CSDA – Invitation to CSDA annual leadership conference 9/29-10/2 in Palm Springs.

Outgoing:

- Karen Buhr, California Association of Resource Conservation Districts – Letter reporting on successful grazing workshop provided by RCD with funding from CARCD.
- Melissa Kraemer, California Coastal Commission – Cover letter to submission of “as-builts” for Phase 1 of Salt River Ecosystem Restoration Project as required by Coastal Development permit Special Conditions 2 (A) 1 and 2 (A) 5.
- Todd Sobolik, County of Humboldt – Cover letter to request for amendment to County Grading Permit for the Salt River Ecosystem Restoration Project to include one additional sediment re-use location.
- Department of Industrial Relations - 2014 Annual Labor Compliance Report for period of July 1, 2013 – June 30, 2014, pursuant to CA Code of Regulations 16431.

6. HCRCD DIRECTOR’S REPORTS, REQUESTS, OR ANNOUNCEMENTS

6.1 Reports From Other Meetings Attended By Board Members

6.2 Board Requests For Future Agenda or Information Items

6.3 Other Announcements from Board Members

7. BOARD ACTION ITEMS

7.1 Approval of Regular Meeting Minutes of July 10, 2014

7.2 August Financial Report (Handout)

7.3 Resolution #14-08: Authorize submission of funding application to State Coastal Conservancy, Climate Ready Grant Round #2

7.4 Establish Ad Hoc Director Nomination Committee

8. SALT RIVER RESTORATION PROJECT REPORT * - Staff

9. DISTRICT STAFF REPORTS and OTHER RCD PROJECT UPDATES *– Staff

9.1 Coordination with CDFW on WMA management - Discussion

10. NRCS DISTRICT CONSERVATIONIST REPORT - Jon Shultz, NRCS District Conservationist

11. NEXT REGULAR MEETING: Thursday September 11, 2014 at 8 a.m.

Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

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 707-444-970 x 115. 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.

Humboldt
County



RESOURCE
CONSERVATION DISTRICT

Board of Directors Meeting

The Mission of the Humboldt County Resource Conservation District is to enhance and improve the sustainability of natural resources by educating, providing training, and assisting private and public landowners and land users.

AGENDA

Thursday September 11, 2014

8:00 A.M.

Agriculture Center Auditorium

5630 South Broadway - Eureka

(Items marked with * are attached to director packets)

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
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. Public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - Special District Risk Management Association (SDRMA) – Letter and award for having no property/liability claims for five consecutive years.
 - Bear River Band of Rohnerville Rancheria – Letter discussing the tribe's intention to apply for U.S. Fish and Wildlife Service funds to assist in monitoring and improvements as part of the Salt River Ecosystem Restoration project and requesting letters of support for their application.
 - Sustainable Conservation – Letter reporting that AB 2193, the Habitat Restoration and Enhancement Act has passed both houses and is headed to the Governor's desk.**Outgoing:**
 - U.S. Fish and Wildlife Service – Letter of support for funding application submitted by the Bear River Band of Rohnerville Rancheria.
 - Department of Fish and Wildlife – Cover letter returning amendment for time extension requested due to drought conditions on the Lower Eel Riparian Planting project.
6. **HCRCD DIRECTOR'S REPORTS, REQUESTS, OR ANNOUNCEMENTS**
 - 6.1 Reports From Other Meetings Attended By Board Members
 - 6.2 Board Requests For Future Agenda or Information Items

6.3 Other Announcements from Board Members

7. BOARD ACTION ITEMS

7.1 Approval of Regular Meeting Minutes of July 10, 2014 and August 14, 2014

7.2 September Financial Report (Handout)

7.3 Resolution #14-08: Authorize closure of custodial checking account titled "grazing" held at Redwood Capital Bank and remit funds to California Department of Fish and Wildlife

7.4 Discussion and potential action regarding serving as grant/project manager for the Redwood Meat Processing Project

8. SALT RIVER RESTORATION PROJECT REPORT * - Staff

9. DISTRICT STAFF REPORTS and OTHER RCD PROJECT UPDATES *- Staff

10. NRCS DISTRICT CONSERVATIONIST REPORT - Jon Shultz, NRCS District Conservationist

11. NEXT REGULAR MEETING: Thursday October 9, 2014 at 8 a.m.

Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

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 707-444-970 x 115. 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.

Humboldt
County



RESOURCE
CONSERVATION DISTRICT

Board of Directors Meeting

The Mission of the Humboldt County Resource Conservation District is to enhance and improve the sustainability of natural resources by educating, providing training, and assisting private and public landowners and land users.

AGENDA

Thursday October 9, 2014

8:00 A.M.

Agriculture Center Auditorium

5630 South Broadway - Eureka

(Items marked with * are attached to director packets)

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
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. Public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - California Department of Fish and Wildlife – Letter transmitting executed amendment extending the term of the Lower Eel Sediment Reduction project (#83)**Outgoing:**
 - National fish and Wildlife Foundation – Letter advising the Foundation that HCRCD is not subject to Single Audit Act requirements for the 2013/2014 fiscal year as it did not expend more than \$500,000 in federal funds during the fiscal year.
 - California Department of Fish and Wildlife – Letter transmitting a cashier's check in the amount of \$299.96 to the Department that represents the final accounting of all grazing proceeds held by HCRCD due to the Department.
 - Flyer for a free Drought Workshop being held Saturday, October 4 presented by HCRCD, City of Arcata, City of Trinidad, Pacific Coast Fish, Wildlife & Wetlands Restoration Association and the Coastal Ecosystem Institute of Northern California.
6. **HCRCD DIRECTOR'S REPORTS, REQUESTS, OR ANNOUNCEMENTS**
 - 6.1 Reports From Other Meetings Attended By Board Members

6.2 Board Requests For Future Agenda or Information Items

Staff proposes that the Board consider inviting Alderon Laird to provide a presentation on sea level rise and potential impacts to agricultural land in Humboldt County.

6.3 Other Announcements from Board Members

7. BOARD ACTION ITEMS

7.1 Approval of Regular Meeting Minutes of September 11, 2014

7.2 October Financial Report (Handout)

7.3 Review list of current contracts and ratify actions taken by Executive Director executing the following contract amendments:

#83 Lower Eel River Sediment Reduction Project: amended to extend term to January 31, 2016 and revising contract timeline.

#90 Lower Eel Riparian Planting Project: amended to extend term to May 15, 2016 and revising contract timeline.

7.4 Establish a Technical Advisory Committee for the Redwood Meat Company Technical Assistance Project and authorize Executive Director to execute necessary contracts, MOUs and other agreements as needed.

7.5 Review and approve revised job descriptions for Executive Director, Program Manager, Office Manager, and Project Coordinator*

8. **SALT RIVER RESTORATION PROJECT REPORT** * - *Staff*

9. **DISTRICT STAFF REPORTS and OTHER RCD PROJECT UPDATES** *- *Staff*

10. **NRCS DISTRICT CONSERVATIONIST REPORT** - *Jon Shultz, NRCS District Conservationist*

11. **NEXT REGULAR MEETING: Thursday November 13, 2014 at 8 a.m.**

Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

12. **ADJOURNMENT**

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Humboldt County Resource Conservation District

Grazing Committee Meeting

Directly following Board meeting – anticipated time 10:00 A.M.

October 9, 2014

AGENDA

Agricultural Center Auditorium
5630 South Broadway, Eureka

1. Call to Order: Peter Bussman, Chairman
2. Update and Discussion regarding CDFW permits for excess vegetation disposal on CDFW Wildlife Areas – Staff
3. Habitat Management Discussion – Staff
4. Adjourn

Humboldt
County



RESOURCE
CONSERVATION DISTRICT

Board of Directors Meeting

The Mission of the Humboldt County Resource Conservation District is to enhance and improve the sustainability of natural resources by educating, providing training, and assisting private and public landowners and land users.

AGENDA

Thursday November 13, 2014

8:00 A.M.

Agriculture Center Auditorium - 5630 South Broadway - Eureka

(Items marked with * are attached to director packets)

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
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. Public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - Foundation for Fair Contracting – Request for certified payroll records for Salt River Project
 - Salt River Watershed Council – Newsletter and Survey
 - State Coastal Conservancy – Contract Amendment for 10-050
 - California Department of Fish and Wildlife – Request for Proposals Steelhead Report Program funds**Outgoing:**
 - State Coastal Conservancy – Executed Contract Amendment for 10-050
 - Headwaters Fund – Request to extend current term of 11-GF-12 an additional 3 months
6. **HCRCD DIRECTOR'S REPORTS, REQUESTS, OR ANNOUNCEMENTS**
 - 6.1 Reports From Other Meetings Attended By Board Members
 - 6.2 Board Requests For Future Agenda or Information Items
 - 6.3 Other Announcements from Board Members
7. **OLD BUSINESS**
 - a) Board Review/ Update on all current subcontracts *
8. **BOARD ACTION ITEMS**
 - 8.1 Approval of Regular Meeting Minutes of October 9, 2014*
 - 8.2 Approval of Minutes from Grazing Committee meeting of October 9, 2014*
 - 8.3 November Financial Report (Handout)
 - 8.4 Request extension of License Agreement with County of Humboldt

9. **BOARD OF DIRECTORS ANNUAL ORGANIZATIONAL SESSION – ACTION** (Cohoon)
- **REVIEW STATUS OF RCD MINIMUM REQUIREMENTS***
 - **REVIEW CURRENT PROCUREMENT OF SERVICES POLICY***
 - **DETERMINE ANY OTHER POLICIES BOARD WISHES TO DEVELOP**
 - **ADMINISTER OATH OF OFFICE TO DIRECTORS**
 - **RECEIVE NOMINATIONS AND ELECT OFFICERS TO SERVE A ONE-YEAR TERM**

Current Officers (Serving since 2009):

Chairman – Dan Cohoon

Vice-Chair – Gary Markegard

Secretary/Treasurer – Mark Moore

- **COMMITTEES** – Discuss current committees, establish any new committees as may be needed, appoint committee chairs to serve a one-year term.

Current Standing Committees:

Executive Committee – Cohoon, Markegard, Moore

Grazing Committee – Markegard, Klopper, Belli, Bussman
Jeff Stackhouse/UCCE, Jon Shultz/NRCS
Current Chair: Peter Bussman

Dairy Committee – Belli, Renner
Current Chair: Jim Renner

Current Ad Hoc Committee: RMC Technical Assistance Advisory Committee
Community Advisors: Leland Mora, Dina Moore, Walt Giacomini, Dean Hunt

- **PERSONNEL** – Establish this year’s guidelines for the Board’s performance evaluation of the Executive Director.

10. **SALT RIVER RESTORATION PROJECT REPORT * - Staff**

- a) Review status of construction, contracts and potential change orders – **ACTION**
- i. Consider authorizing Executive Director to execute Agreement WC-1429SM with Wildlife Conservation Board for Salt River Project funding.
 - ii. Consider authorizing Executive Director to execute necessary change orders to existing contracts.

11. **DISTRICT STAFF REPORTS and OTHER RCD PROJECT UPDATES *– Staff**

12. **NRCS DISTRICT CONSERVATIONIST REPORT - Jon Shultz, NRCS District Conservationist**

13. **NEXT REGULAR MEETING: Thursday November 13, 2014 at 8 a.m.**
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

14. **ADJOURNMENT**

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