

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 8, 2015

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:
 - State Water Board – Statewide Grazing Regulatory Action Project (GRAP) Fact Sheet
 - USDA NRCS – Letter confirming that terms and conditions of grant have been met and Agreement 68-9104-3-163 is formally closed
 - Del Norte RCD – November 19, 2014 Agenda**Outgoing:**
 - Caltrans – Addendum to post-project report containing results of low-flow survey for Mad River Weir Removal Project.
 - Humboldt County Department of Public Works – Request to transfer responsibility for Salt River Project Encroachment Permit from Hanford ARC to HCRCD.
 - Redwood Meat Company TAP Project Stakeholders – Update on project to provide technical assistance to Redwood Meat Company to meet regulatory compliance requirements and continue operations in Humboldt County.
 - Humboldt County Department of Public Works – Letter requesting renewal of License Agreement with the County for office space at 5630 South Broadway.
 - Board of Directors, Riverside Community Services District – Notification that work to replace and test a section of RCSD waterline as part of the Salt River Project has been completed and requesting RCSD take action to accept the work and assume responsibility for all future maintenance of the line.
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) Oath of Office - Director Klopper
- b) Conflict of Interest Code* – First Reading

8. BOARD ACTION ITEMS

- 8.1 Approval of Regular Meeting Minutes of November 13, 2014*
- 8.2 January Financial Report (Handout)
- 8.3 Discuss and take action on Rapid Response Funding Agreement between HCRC and County of Humboldt. The Agreement provides funding towards the Redwood Meat Company Technical Assistance Project.

9. SALT RIVER RESTORATION PROJECT REPORT - Staff

10. DISTRICT STAFF REPORTS and OTHER RCD PROJECT UPDATES – Staff

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

12. PERSONNEL – Adjourn to Closed Session to conduct the Board’s performance evaluation of the Executive Director.*

13. RECONVENE TO OPEN SESSION AND REPORT ACTION TAKEN

14. NEXT REGULAR MEETING: Thursday February 12, 2015 at 8 a.m.
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

15. 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

Grazing Committee Meeting

January 22, 2015

2:00 P.M.

AGENDA

Agricultural Center Auditorium
5630 South Broadway, Eureka

1. Call to Order: Peter Bussman, Chairman
2. Update on development of pilot grazing program on CDFW wildlife management areas in Humboldt County – Staff
3. 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 February 12, 2015

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. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - Fish and Game Commission – Notice of Proposed regulatory action relating to the prohibition on the use of lead projectiles for the take of wildlife with firearms**Outgoing:**
 - State Water Resources Control Board – Cover letter for request for deviation form and supporting documentation to remove two tasks from grant agreement 07-539-550-4 allowing grant agreement to be closed effective March 1, 2015.
 - Urban Streams Restoration Program – Cover letter transmitting resolutions from HCRCD and Salt River Watershed Council in support of the Francis Creek Restoration and Rehabilitation Project proposal submitted by the RCD.
6. **PRESENTATION – Steve Werner**, Supervising Planner, County of Humboldt (*Potential Action Item*)
BACKGROUND: Certain areas of agricultural land located in the Eel River Delta and Arcata Bottoms are subject to a Coastal Development Permit for standard agricultural improvements; such as installing and repairing fences and agricultural wells. Other areas are located within a “categorical exclusion zone” and exempt from this requirement. Continuing drought conditions have led to an increase in the number of producers seeking a permit to drill or improve an agricultural well in areas outside of the “categorical exclusion zone”. Securing a Coastal Development Permit can be a lengthy process. The time involved often impedes a producer's ability to efficiently manage their land.
The Board will hear a presentation and discuss potential solutions to assist producers secure a permit in a more timely way. The Board may take action on this item at this meeting or may direct staff to gather more information.

- 7. 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

- 8. BOARD ACTION ITEMS**
 - 8.1 Approval of Minutes for meeting of January 8, 2014*
 - 8.2 Approval of Minutes for January 22, 2015 Grazing Committee meeting*
 - 8.3 February Financial Report (Handout)

- 9. OLD BUSINESS**
 - a) Conflict of Interest Code* – Second Reading
 - b) Distribute Conflict of Interest Statements for 2014
 - c) Set strategic planning session date

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

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

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

- 13. UCCE Report – Jeffery Stackhouse**

- 14. PERSONNEL – Adjourn to Closed Session to conduct the Board's performance evaluation of the Executive Director.***

- 15. RECONVENE TO OPEN SESSION AND REPORT ACTION TAKEN**

- 16. NEXT REGULAR MEETING: Thursday March 12, 2015 at 8 a.m.**
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

- 17. 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 March 12, 2015

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. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - Department of Fish and Wildlife – Notices that all three projects submitted by HCRCD to the 2014 Fisheries Restoration Grant Program (FRGP) were selected for funding. Proposals included Salt River Large Wood Instream Structures; Restoring Fish Passage from the Salt River to Francis Creek; and Salmonid Distribution in the Restored Salt River.
 - Congressman Jared Huffman – Copy of letter sent to Charles Bonham, Director CDFW regarding the importance of expediting the process to utilize agriculture management techniques to manage habitat for Aleutian cackling geese in Humboldt County.
 - Department of Finance, Office of State Audits and Evaluations - Final Program Grant Audit Report reflecting no audit findings from program audit conducted in 2014 on Propositions 1E and 84 grants.
 - State Coastal Conservancy – Letter closing Grant # 12-004 Salt River Ecosystem Restoration Project – Implementation, recognizing HCRCD's commitment to the project and approving payment of retention.
 - Del Norte RCD – February meeting agenda
 - Special District Risk Management Authority (SDRMA) – Notice of no rate increase for Property/Liability Program for sixth year in a row.
 - Special District Risk Management Authority (SDRMA) – Notice of \$15 credit for longevity distribution for Worker's Compensation participation.
 - Special District Risk Management Authority (SDRMA) – Notice of \$152 credit for longevity distribution for Property/Liability insurance.

- U.S. Forest Service – Notice of Listening Sessions on the process for revising forest land management plans in the Northwest Forest Plan amendment area.

Outgoing:

- Department of Water Resources, Angela Cruz – Letter requesting retention for completed tasks.
- State Coastal Conservancy, Michael Bowen Grant Manager – Cover letter transmitting final reports for grant agreement 12-004.
- California Foundation for Agriculture in the Classroom – Letter of Support for the nomination of Dina Moore to receive the 2015 Common Threads Award – North.
- Charles Bonham, Director CDFW – Letter requesting that CDFW expedite the process to utilize agriculture management techniques to manage habitat for Aleutian cackling geese in Humboldt County.

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 Minutes for meeting of February 12, 2014*
- 7.2 March Financial Report (Handout)
- 7.3 California Special Districts Association (CSDA) – Request for nominations for seat A on the CSDA Board of Directors
- 7.4 Resolution # 15-03 for submission of FRGP proposals
- 7.5 Resolution # 15-04 Adopt and Certify Final Report for Watershed Coordinator grant
- 7.6 Resolution # 15-05 Close savings and establish retention checking account
- 7.7 Resolution # 15-06 Adopt Conflict of Interest Code and send to County Board of Supervisors

8. OLD BUSINESS

- a) Long Range Plan Update – Discussion

9. SALT RIVER RESTORATION PROJECT REPORT* - Staff

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

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

12. UCCE Report – Jeffery Stackhouse

13. NEXT REGULAR MEETING: Thursday April 9, 2015 at 8 a.m.

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

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 707-444-970 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 April 9, 2015

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. Members of the 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, Charlton Bonham – Response to Letter from HCRCDC dated February 17, 2015 regarding expediting lease RFP process for Humboldt County Wildlife Areas
 - CARCD Newsletter
 - Humboldt LAFCo – Notice of approved budget for Fiscal Year 2015-16
 - California Northern Regional Land Trust Council – invitation to join at \$225**Outgoing:**
 - Jeffrey Albrecht, SWRCB Grant Manager – Letter closing grant for the Salt River Ecosystem Restoration Project and thanking Jeff for his support of the project
 - Riverside Community Services District – Letter transmitting documentation of work completed under MOU to replace section of RCSD waterline as part of the Salt River Ecosystem Restoration Project
6. **HCRCDC 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 Minutes for meeting of March 12, 2015* presented for approval
- 7.2 April Financial Report (Handout) presented for approval
- 7.3 Discussion regarding the proposed White Slough Restoration Project in partnership with Humboldt Bay National Wildlife Refuge and funded by State Coastal Conservancy
- 7.4 Potential action to adopt Resolution # 15-08 Accepting work performed by Hanford Applied Restoration and Conservation for the Salt River Ecosystem Restoration Project – Lower Phase 2A, post Notice of Completion and release of retention when applicable.
- 7.5 Potential action to adopt Resolution #15-09 Documenting completion of work covered under a Memorandum of Understanding with Riverside Community Services District in connection with the Salt River Ecosystem Restoration Project to remove and replace approximately 275-feet of RCSD waterline and install related appurtenances and to abandon any and all claim to or responsibility for the work completed and transferring all responsibility for future operation and maintenance to Riverside Community Services District.
- 7.6 Potential action to authorize staff to proceed with finalizing bid packages and prepare to release bid notice for 2015 work on the Salt River Ecosystem Restoration Project.

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

9. UCCE Report – *Jeffery Stackhouse*

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

- 10.1 Chambers will also provide a short powerpoint presentation outlining the process for monitoring and maintenance for the Salt River Ecosystem Restoration Project

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

- 11.1 Tjarnstrom will also provide a presentation on the recently closed *Support for Humboldt's Family Dairies Project* funded by the Headwaters Fund

12. ADJOURN TO CLOSED SESSION – PERSONNEL DISCUSSION

- 12.1 Pursuant to California Government Code Section 54957 Ch. VI, the Board will meet in closed session to discuss performance of Executive Director. No action is expected to be taken.

13. RE-CONVENE TO OPEN SESSION

14. NEXT REGULAR MEETING: **Thursday May 14, 2015 at 8 a.m.**

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

15. 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 May 14, 2015

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. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - The Landman Office – information regarding the Poovey Track and the Dog Ranch properties being offered for sale.
 - Friends of the Eel River – Invitation to RCD to be recognized for role in bringing the Salt River Ecosystem Restoration Project to reality at FOR's 20th anniversary celebration.
 - Department of Industrial Relations – Notice of investigation and request for information regarding proof of compliance with prevailing wage requirements
 - California Coastal Commission – Notice of proposed immaterial amendment to Coastal Development Permit for Salt River Ecosystem Restoration Project.**Outgoing:**
 - Hanford Applied Restoration and Conservation – Notice of Completion and request for lien release notices from all subcontractors
 - Department of Industrial Relations – Response to notice of investigation and request for information.
 - Scott Greacen, Executive Director Friends of the Eel River – Letter congratulating FOR on their 20th anniversary and expressing appreciation for being honored by FOR.**Other Notices of Interest to the Board:**
 - From the Waterbond Coalition to Senator Lois Wolk regarding comments on the IRWM program
 - From California State Lands Commission providing notice to add sections to the CCR regarding the Commission's ability to hold an informal administrative hearing to determine whether a

person has built or maintains a structure on state-owned land under the Commission's jurisdiction.

- Letter of support from CARCD to Senator Wieckowski for SB 367 the *Agriculture Climate Benefits Act*.
- Strategic Goals and Objectives developed by the North Coast Area of Resource Conservation Districts to promote shared priorities and approaches to collaboration.
- Informational flyer for the "Salt River Invasive Pull" co-sponsored by HCRCD, CDFW and the Americorps Watershed Stewards 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 Minutes for meeting of April 9, 2015* presented for approval

7.2 May Financial Report (Handout) presented for approval

7.3 Potential action to adopt Resolution #15-10 authorizing Executive Director to negotiate and execute when finalized, an agreement with the State Coastal Conservancy for implementation of the proposed White Slough Restoration Project in partnership with Humboldt Bay National Wildlife Refuge.

7.4 Potential action to adopt Resolution # 15-11 providing thirty (30) days advance notice terminating the Rapid Response Funding Agreement with the County of Humboldt. The Agreement is proposed to be terminated without cause in conformance with agreement Section IV, B and in advance of any services rendered under the Agreement. Project activities proposed to be funded by the Agreement have been fully accomplished utilizing alternative funding sources and have not required use of the Rapid Response dollars.

7.5 Potential action to adopt Resolution # 15-12 agreeing to enter into and authorizing the Executive Director to execute FRGP Agreement P1410532, the Salmonid Distribution in the Restored Salt River monitoring project.

7.6 Potential action to adopt Resolution # 15-13 agreeing to enter into and authorizing the Executive Director to execute FRGP Agreement P1410527, the Restoring Fish Passage From the Salt River to Francis Creek project.

7.7 Potential action to adopt Resolution # 15-14 agreeing to enter into and authorizing the Executive Director to execute FRGP Agreement P1410530, the Salt River Large Wood Instream Structures project.

7.8 Potential action to accept and authorize Board Chairman to execute the audit engagement agreement between HCRCD and Aycock and Edgmon, Certified Public Accountants, to complete an audit of financial statements for fiscal year ended June 30, 2014.*

8. OLD BUSINESS*

8.1 Summary of current contracts and subcontracts

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

10. UCCE Report – Jeffery Stackhouse

11. SALT RIVER RESTORATION PROJECT REPORT* - Staff

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

13. ADJOURN TO CLOSED SESSION – PERSONNEL

12.1 Pursuant to California Government Code Section 54957 Ch. VI, the Board will meet in closed session.

14. RE-CONVENE TO OPEN SESSION and report any action taken

15. NEXT REGULAR MEETING: Thursday June 11, 2015 at 8 a.m.

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

16. 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

Minutes of April 9, 2015

1. Call to Order-

Dan Cohoon Chairman, 8:04 a.m.

2. Introductions-

Directors Present: Dan Cohoon, Gary Markegard, Jim Renner, Pete Bussman, Mark Moore, and Gary Belli

Directors Excused: Hugo Klopper

Staff Present: Lauri Barnwell, Donna Chambers, Summer Daugherty, Curtis Ihle and Frances Tjarnstrom

Staff Excused: Doreen Hansen

Guests: Rex Bohn-Humboldt Co. Board of Supervisors, Jeff Stackhouse-UCCE, Jon Shultz-NRCS, Sarah Dawe-NRCS, Mathew Cocking-NRCS

Public: Andy Albin, Wayne Ambrosini, Francis Hawkins and Denver Nelson

3. Additions or Changes to the Agenda-

Add to Item #11 Redwood Meat Company Technical Assistance Project update.

4. Public Comment-

Ferndale Community members presented their concerns in regards to flooding on Port Kenyon. The residents are seeking assistance to address flooding problems, access issues and property damage cause by improperly functioning drainage at Francis Creek and Port Kenyon. Supervisor Bohn reported the county removed approximately 1400 cubic yards form Port Kenyon Road after the first large storm and then had to come back and remove another 1500 cubic yards from the next storm.

5. District Correspondence-

Summary provided and all documents circulated at meeting for review by the Directors and others present.

6. HCRCO Director's Reports, Request or Announcements-

Director Markegard provided an update on the recent RC & D meeting. RC & D working to secure grant funding for staffing and projects. RC &D has been working in Trinity County on a Stream Restoration Project.

7. Board Action Items-

7.1 Discussion and Approval of Board Minutes from March 12, 2015.

Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from March 12, 2015 with correction to last name of member of public in attendance.. Second by Director Moore Ayes-Director Renner, Bussman, Belli. Noes-None

7.2 Discussion and Approval of April 2015 Financial Report.

Humboldt County RCD Board Of Directors
Meeting Minutes April 9, 2015

Staff provided an update on status of all grants, funds availability, and potential funding. Discussion held on status of payments received and those in process from the funding agencies. An update was provided on the measures being taken to keep the RCD staff and operations moving forward, as well as projects that have been completed and will be closing. Open grants were discussed and their role in current operations.

Motion by Director Markegard to approve Humboldt County Resource Conservation District Board staff recommendation to pay operating expenses as presented, continue to manage expenditures to reduce costs, retain contractor/consultant project payment retention and pay contractors/contractor invoices as matching funds are received. Second by Director Moore. Ayes-Director Bussman, Renner, Belli. Noes-None

- 7.3 Discussion held regarding the proposed White Slough Restoration Project in partnership with Humboldt Bay National Wildlife Refuge and funded by State Coastal Conservancy. This project is to designed to raise the interior marsh along Highway 101 and restore its tidal wetland function by incorporating sediment excavated from the Salt River Restoration Project and other sources.

- 7.4 Resolution #15-08 -Hanford Applied Restoration and Conservation

Motion by Director Markegard to approve Resolution #15-08 accepting work performed by Hanford Applied Restoration and Conservation for Salt River Ecosystem Restoration Project-Lower 2A, post Notice of Completion and release retention when applicable. Second by Director Belli. Ayes-Director Bussman, Renner, Moore. Noes-None.

- 7.5 Resolution #15-09 -Riverside Community Services District.

Motion by Director Moore to adopt Resolution #15-09 documenting completion of work covered under a Memorandum of Understanding with Riverside Community Services District in connection with the Salt River Ecosystem Restoration Project to remove and replace approximately 275 ft. of RCSD waterline and install related appurtenances and to abandon any and all claim to or responsibility for the work completed and transferring all responsibility for future operations and maintenance to RCSD. Second by Director Markegard. Ayes-Director Bussman, Renner, Belli. Noes-None

- 7.6 Discussion held outlining current Salt River activities for the 2015 work season as related to notification and release of construction bid packages.

Motion by Director Markegard to authorize staff to proceed with finalizing bid packages and prepare to release bid notice for 2015 work on the Salt River Ecosystem Restoration Project. Second by Director Belli. Ayes-Director Bussman, Renner, Belli. Noes-None.

8. NRCS Report-Jon Shultz, NRCS District Conservationist

Shultz provided the Board an update on current staffing, NRCS programs, funding allocation, ranking process, contracts in place, implementation schedule, and programs that have been developed to assist landowners with projects. Shultz updated on North Coast CARCD meeting held in Ukiah April 8th. Meeting was well attended, topics of discussion included climate change, carbon

sequestration, and agriculture. Shultz also reported that State Conservationist Carols Suarez is planning to visit the area the week of July 13th.

9. UCCE Report-Jeff Stackhouse

Stackhouse provided the Board an update on current UCCE staffing, funding proposals submitted, active projects and a groundwater legislative presentation scheduled for April 29th at the Ag Center.

10. Salt River Restoration Project Report-

Staff provided an update on current project activities. Discussion held in regards to 2015 design options, funding and construction schedule. Staff continues to work with landowners and agencies. Chambers provided a short powerpoint presentation outlining the process for monitoring and maintenance for the Salt River Ecosystem Restoration Project.

11. District Staff Reports and Other RCD Project Updates-

A written Summary of District activities was provided in Board packet. Staff provided verbal updates on current status of program activities and landowner assistance. Tjarnstom also provided a powerpoint presentation on the recently closed *Support for Humboldt's Family Dairies Project* funded by the Headwaters Fund. Director Moore provided a report on the Redwood Meat Company Technical Assistance Project and recognized the excellent job done by project consultant Sarah Poff. Poff is continuing to guide and train RMC staff in efforts to achieve and maintain compliance with USDA regulations.

12. Adjourned to Closed Session-Personnel Discussion

13. Re-Convened to Open Session

No action was taken by the Board during closed session

14. Next Regular Meeting-

Thursday, May 14, 2015 at 8 a.m.
Agricultural Center Auditorium

15. Adjournment-

The Board adjourned at 10:31 a.m.

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 11, 2015

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. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - Salt River Watershed Council – Salt River Watershed Spring Newsletter**Outgoing:**
 - Melissa Kraemer, State Coastal Commission – Cover letter for delivery of monitoring reports required under Salt River Restoration Project Coastal Development Permit 1-10-032
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 Minutes for meeting of May 14, 2015* presented for approval
 - 7.2 June Financial Report presented for approval (Handout)
 - 7.3 Resolution 15-16 Special District Risk Management Authority 2015 Board Member Election Ballot*
Background – Three seats are currently open on the SDRMA Board. HCRCD Board may take action approve and adopt Resolution 15-16 recording official votes for up to three of the four nominated

candidates: Robert Swan, Ed Gray, R. Michael Wright, and/or Sandy Seifert-Raffelson. Candidate statement of qualifications were provided to HCRCD Board members in their packets.

7.4 Resolution 15-18 Authorizing staff to submit proposal to NOAA-NMFS Coastal Ecosystem Resiliency Project Grants Opportunity

7.5 Resolution 15-15 Award Bid for Salt River Ecosystem Restoration Project – Phase Middle 2A-2015

Background – HCRCD publicly invited bids for this year’s construction of the Salt River Project beginning May 20th. The announcement was posted on the HCRCD website and sent to Humboldt and Shasta County Builder’s Exchanges, where it was posted on May 20th. Courtesy emails were sent to all contractors who had previously contacted HCRCD and completed a Contractor’s Interest Form. A Legal Notice in compliance with Public Contract Code describing the project was published in the Times Standard on May 21 and May 26. The mandatory bid walk was held on May 27th with 9 potential bidders in attendance. Bids were due and publicly opened at the offices of GHD, Inc. on June 8th at 3pm.

The Board will receive a report from staff on available funding and consider awarding to the apparent lowest responsive, responsible bidder. Should the Board take action to award the contract; the Board will review, approve and adopt Resolution #15-15 which will authorize the Board Chairman or his designee to execute contract documents with the apparent lowest responsive, responsible bidder including any subsequent amendments and issue a Notice to Proceed when all contract and bonding requirements have been satisfied.

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

9. **UCCE Report** – *Jeffery Stackhouse*

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

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

12. **ADJOURN TO CLOSED SESSION – PERSONNEL**

12.1 Pursuant to California Government Code Section 54957 Ch. VI, the Board will meet in closed session.

13. **RE-CONVENE TO OPEN SESSION and report any action taken**

14. **NEXT REGULAR MEETING: Thursday July 9, 2015 at 8 a.m.**

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

15. **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 707-444-9708 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

Minutes of May 14, 2015

1. Call to Order-

Dan Cohoon Chairman, 8:07 a.m.

2. Introductions-

Directors Present: Dan Cohoon, Jim Renner, Peter Bussman, Mark Moore,

Directors Excused: Hugo Klopper, Gary Markegard, Gary Belli

Staff Present: Lauri Barnwell, Donna Chambers, Summer Daugherty, Curtis Ihle, Frances Tjarnstrom, Doreen Hansen

Guests: Rex Bohn-Humboldt Co. Board of Supervisors, Erik Moeggenberg- Soil Conservationist NRCS

Public: None

3. Additions or Changes to the Agenda-

No Changes or Additions

4. Public Comment-

No Comments Received

5. District Correspondence-

Summary provided and all documents circulated at meeting for review by the Directors and others present. The Humboldt County RCD was recognized by the Friends of the Eel River for significant restoration efforts on the Salt River at their 20 year celebration.

6. HCRCD Director's Reports, Request or Announcements-

Director Bussman and HCRCD Project Coordinator Tjarnstrom reported on a dinner meeting with the Department of Fish and Wildlife and Senator McGuire. Approximately 20 people were in attendance including beef cattle producers, dairy producers, Humboldt and Del Norte Farm Bureau members, and Del Norte County Supervisor. Discussion included overview of current status of CDFW-owned lands and their management; why grazing leases were cancelled; where process currently sits with issuing new RFPs; Aleutian goose issue; CDFW understaffing in Lands Division; and the importance of public education about grazing as management tool.

Director Bussman reported on attending a recent sea level rise working group meeting. The meeting included a brief presentation by Alderon Laird on the ongoing deterioration of historic levees around Humboldt Bay and the possible effects on infrastructure located on those lands. The working group asked for Farm Bureau and RCD to consider facilitating a landowner working group to discuss issues related to impacts to coastal ag lands that would develop proposed "adaptation strategies" back to the larger group. By consensus, the board agreed that Director Bussman should work with RCD staff and Farm Bureau representatives to help convene and facilitate a working group comprised of private ag landowners with dike lands. Board directed Chambers to respond to Laird and inquire about funding available to help facilitate the working group.

Humboldt County RCD Board Of Directors
Meeting Minutes May 14, 2015

Bussman also provided an update on coastal zoning as related to agricultural wells and fees imposed on agricultural producers for permits to construct and/or maintain those wells and requested that staff follow up with Farm Bureau and the County on the status of a blanket permit for ag wells.

7. Board Action Items-

7.1 Discussion and Approval of Board Minutes from April 9, 2015.

Motion by Director Moore to approve Humboldt County Resource Conservation District Board Minutes as presented from April 9, 2015. Second by Director Bussman Ayes-Director Renner, Noes-None

7.2 Discussion and Approval of May 2015 Financial Report.

Staff provided an update on status of all grants, funds availability, and potential funding. Discussion held on status of payments received and those in process from the funding agencies. An update was provided on the measures being taken to keep the RCD staff and operations moving forward, as well as projects that have been completed and will be closing. Open grants were discussed and their role in current operations.

Motion by Director Renner to approve Humboldt County Resource Conservation District Board staff recommendation to pay operating expenses as presented, continue to manage expenditures to reduce costs, retain contractor/consultant project payment retention and pay contractors/contractor invoices and retention as matching funds are received. Second by Director Bussman. Ayes-Director Moore. Noes-None

7.3 Resolution #15-10 White Slough Project

Motion by Director Moore to adopt Resolution #15-10 authorizing Executive Director to negotiate and execute when finalized, an agreement with the State Coastal Conservancy for implementation of the proposed White Slough Restoration Project in partnership with Humboldt Bay National Wildlife Refuge. Second by Director Bussman. Ayes-Director Renner. Noes-None.

7.4 Resolution #15-11 Termination of Rapid Response Funding Agreement

The Agreement is proposed to be terminated without cause in conformance with Section IV, B and in advance of any services rendered under the Agreement. Project activities proposed to be funded by the Agreement have been fully accomplished utilizing alternative funding sources and have not required use of the Rapid Response dollars.

Motion by Director Moore to approve Resolution #15-11 to provide thirty (30) days advance notice terminating the Rapid Response Funding Agreement with the County of Humboldt. Second by Director Bussman. Ayes-Director Renner. Noes-None.

7.5 Resolution #15-12 FRGP Agreement P1410532

Motion by Director Moore to adopt Resolution #15-12 agreeing to enter into and authorizing the Executive Director to execute Fisheries Restoration Grant Program Agreement P1410532, the Salmonid Distribution in the Restored Salt River monitoring project. Second by Director Renner. Ayes-Director Bussman. Noes-None

7.6 Resolution #15-13 FRGP Agreement P1410527

Motion by Director Moore to adopt Resolution #15-13 agreeing to enter into and authorizing the Executive Director to execute Fisheries Restoration Grant Program Agreement P1410527, the Restoring Fish Passage From the Salt River to Francis Creek project. Second by Director Bussman. Ayes-Director Renner. Noes-None

7.7 Resolution #15-14 FRGP Agreement P1410530

Motion by Director Moore to adopt Resolution #15-14 agreeing to enter into and authorizing the Executive Director to execute Fisheries Restoration Grant Program Agreement P1410530, the Salt River Large Wood Instream Structures project. Second by Director Renner. Ayes-Director Bussman. Noes-None

7.8 Fiscal Year Ending June 30, 2014 Audit

Motion by Director Moore to accept and authorize Board Chairman to execute audit engagement agreement between HCRCD and Aycock and Edgmon, Certified Public Accountants, to complete an audit of financial statements for fiscal year ending June 30, 2014. Second by Director Renner. Ayes-Director Bussman. Noes-None

8. Summary of Current Contract and Subcontracts

Staff provided packet to Board of Directions. Chambers asked the Board to review the list of contracts and subcontracts and report if any director felt they had a real or perceived conflict-of-interest. Discussion was held in regards to potential conflicts of interest as pertaining to contracts or subcontract agreements. Directors Bussman, Moore and Renner noted that they engage in both indirect and direct business dealings with Redwood Meat Company (RMC) but have no direct financial interest in the company. Director Moore reported his wife serves on the RMC Technical Advisory Committee, but does not receive remuneration for this.

9. NRCS Report-Eric Moeggenberg, Soil Conservationist NRCS

Moeggenberg reported that NRCS District Conservationist Jon Shultz was unable to attend today's meeting due to his need to attend the Del Norte RCD meeting. The NRCS District Conservationist for Del Norte has taken another position and has left the area, so her position will be covered temporarily by Shultz. Moeggenberg provided the Board an update on current staff activities and staffing changes, NRCS program applications and funding schedule and an upcoming NRCS Road workshop to be hosted in June. Moeggenberg also reported on an upcoming visit by State Conservationist Carlos Saurez scheduled for July. Focus of the tour will be on Salt River efforts and NWQI success, as well as dairy visits.

10. UCCE Report-Jeff Stackhouse

Stackhouse was unable to attend the meeting due to another commitment

11. Salt River Restoration Project Report-

Staff provided an update on current project activities. Discussion held in regards to 2015 design plans, available funding and construction bid schedule. Staff continues to work with landowners and agencies to meet project goals. Staff continues to conduct monitoring and maintenance activities for the Salt River Ecosystem Restoration Project.

12. District Staff Reports and Other RCD Project Updates-

Written summary of District activities provided in Board packet. Staff provided verbal updates on current status of program activities and landowner assistance. Tjarnstom provided an update on

Wildlife Management Area site visits conducted in conjunction with invitations to bid for excess vegetation removal activities. She also provided an update on recent meetings attended and on 2017 revisions to the Dairy Waiver Program by the North Coast Regional Water Quality control Board.

Redwood Meat Company's consultant Sarah Poff is continuing to guide and train RMC staff in efforts to maintain compliance with USDA.

Tjarnstrom also reported on a recent presentation by County of Humboldt on ground water basin planning in Eel River Basin.

13. Adjourned to Closed Session-Personnel Discussion: 9:55am

14. Re-Convened to Open Session: 10:22am

Upon re-convening to open session, the Board reported taking action to regretfully accept the resignation of Executive Director, due to family health issues. The Board directed staff to begin advertising the position as soon as possible. Chambers will continue in the position until the Board selects a person to fill the vacancy.

15. Next Regular Meeting-

Thursday, June 11, 2015 at 8 a.m.

Agricultural Center Auditorium

16. Adjournment-

The Board adjourned at 10:24 a.m.

Humboldt
County



RESOURCE
CONSERVATION DISTRICT

Board of Directors

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.

SPECIAL MEETING

AGENDA

Tuesday June 23, 2015

5:00 P.M.

Agricultural Commissioner's Conference Room

Agriculture Center

5630 South Broadway - Eureka

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. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **SALT RIVER ECOSYSTEM RESTORATION PROJECT - ACTION**
 - 5.1 Hear Bid Protest filed by Hanford ARC against Mercer-Fraser Company in the Salt River Ecosystem Restoration Project – Middle Phase 2A
 - 5.2 Hear Bid Protest filed by McCullough Construction, Inc. against Mercer-Fraser Company in the Salt River Ecosystem Restoration Project – Middle Phase 2A
 - 5.3 Award bid for the Salt River Ecosystem Restoration Project – Middle Phase 2A
6. **PERSONNEL - ACTION**
 - 6.1 Approve hire of Jill Demers as Executive Director, a full-time, regular position effective July 1, 2015.
7. **NEXT REGULAR MEETING: Thursday July 9, 2015 at 8 a.m.**
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA
8. **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 707-444-9708 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 July 9, 2015

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. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - Urban Streams Restoration Program – notification of conditional award of \$716,634 from the Department of Water Resources for Francis Creek Rehabilitation and Restoration Project. Salt River Watershed Council is co-sponsor.
 - Humboldt Fence – request to discuss invoices and correspondence with Hanford re: Salt River Project.**Outgoing:**
 - No correspondence.
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 Minutes for meeting of June 11, 2015* presented for approval
 - 7.2 Minutes for special meeting of June 23, 2015* presented for approval

7.3 July Financial Report presented for approval (Handout)

7.4 Resolution 15-17 Award of State Coastal Conservancy Funding for Salt River*

Background – Resolution agreeing to enter into and authorizing Executive Director to negotiate and execute agreement with the State Coastal Conservancy for Salt River Ecosystem Restoration Implementation Project.

7.5 Resolution 15-19 Adding Jill Demers as a signatory on the three accounts at Redwood Capital Bank and removing Donna Chambers as signatory.

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

9. **UCCE Report** – *Jeffery Stackhouse*

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

11. **MERCER-FRASER COMPANY'S CA PUBLIC RECORDS REQUEST***

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

13. **NEXT REGULAR MEETING: Thursday August 9, 2015 at 8 a.m.**

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

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 707-444-9708 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
Minutes of June 11, 2015

1. Call to Order

Dan Cohoon, Chairman, 8:02 A.M.

2. Introductions

Directors Present: Peter Bussman, Dan Cohoon, Gary Markegard, Mark Moore, Gary Belli, and Jim Renner

Directors Excused: Hugo Klopper

Staff Present: Donna Chambers, Doreen Hansen, Curtis Ihle, Frances Tjarnstrom, and Summer Daugherty

Staff Excused: Lauri Barnwell

Guests: Rex Bohn, Humboldt County Supervisor, and Jeremy Svehla, GHD

Public: None

3. Additions or Changes to Agenda

No changes or additions.

4. Public Comment

No comments received.

5. District Correspondence

Summary provided and all documents circulated at meeting for review by the Directors and others present.

6. HCRCD Director's Reports, Requests or Announcements

Director Bussman announced that the Forestry Institute for Teachers hosted by UCCE is scheduled for July.

Chambers stated that the Farm Bureau has provided the County of Humboldt a permit application and check for permit fees for the "blanket" agricultural well permitting process.

7. Board Action Items

7.1 Discussion and Approval of Board Minutes from May 14, 2015

Motion by Director Moore to approve Humboldt County Resource Conservation District Board Minutes as presented from May 14, 2015. Second by Director Markegard. Ayes – Directors Belli, Bussman, Renner. Noes – None.

7.2 Discussion and Approval of May 2015 Financial Report

Chambers provided an update on status of all grants, funds availability, and potential funding. Discussion held on status of payments received and those in process from the funding agencies. An update was provided on measures being taken to keep RCD staff and operations moving forward, as well as projects that have been completed and will be closing.

Motion by Director Markegard to approve staff recommendations to pay operating expenses as presented, continue to manage expenditures to reduce costs, retain contract/consultant project payment retention and pay contractors/contractor invoices as matching funds are received. Second by Director Renner. Ayes – Directors Bussman, Belli, Moore. Noes – None.

7.3 Resolution #15-16 Special District Risk Management Authority 2015 Board Member Election Ballot

Chambers provided background on the association between HCRC and SDRMA. Directors discussed the panel of candidates nominated for the SDRMA Board.

Motion by Director Markegard to adopt Resolution #15-16 Special District Risk Management Authority 2015 Board Member Election Ballot and nominate candidates Swan, Gray and Seifert-Raffelson to serve on the SDRMA Board. Second by Director Moore. Ayes – Directors Belli, Renner, Bussman. Noes – None.

7.4 Resolution #15-18 Authorizing Staff to Submit Proposal to NOAA-NMFS Coastal Ecosystem Resiliency Project Grants Opportunity

Chambers provided background on this grant proposal currently being developed by staff seeking approximately \$1.5 million for construction activities for the Salt River project in 2016.

Motion by Director Markegard to adopt Resolution #15-18 Authorizing Staff to Submit Proposal to NOAA-NMFS Coastal Ecosystem Resiliency Project Grants Opportunity. Second by Director Belli. Ayes – Renner, Moore, Bussman. Noes – None.

7.5 Resolution #15-15 Award Bid for Salt River Ecosystem Restoration Project – Phase Middle 2A-2015

Chambers provided a slide presentation on the bidding process for Salt River Ecosystem Restoration Project – Middle Phase 2A, 2015. Chambers outlined the process and critical dates throughout the process. The solicitation was released May 20 by posting it with the Humboldt and Shasta Builder's Exchanges, posting it on the RCD website and sending courtesy emails to contractors who had asked to be notified of bid opportunities from the RCD. Chambers advised the Board of a "day/date" conflict in the legal notice published in the Times Standard that incorrectly stated the mandatory pre-bid meeting was Thursday, May 27, instead of Wednesday, May 27. She went on to confirm that no contractor had contacted either GHD or the RCD and said this caused them to miss the mandatory pre-bid meeting. Chambers went on to report that the day/date for the mandatory pre-bid meeting was clearly and correctly stated in all bid documents and notices with the Builder's Exchange and the RCD website.

Chambers reported nine contractors had representatives at the mandatory pre-bid meeting. Minor requests for clarification of information in bid documents were received during the question period. It was noted that Mercer Fraser did not submit any questions or requests directly to project engineers or to the RCD during the question period.

Five bids were received by the June 8 deadline and publically opened. Three bids fell within current available funding. The apparent low bid was from Mercer Fraser, however Mercer Fraser had no representatives present on the mandatory pre-bid site walk.

Discussion was held that before awarding a bid, it must be established that the threshold of "lowest", "responsive", and "responsible" have been met by bidder. Chambers provided information on these definitions as they pertain to the bids received. At issue is Mercer Fraser's non-participation in the mandatory pre-bid walk and whether the bid could be deemed "non-responsive" on this basis.

Chambers and Svelha reported that two formal bid protests were received by GHD/HCRC within the bid-protest period; one from Hanford ARC and one from McCullough Construction. Both bid protests were made on the basis that Mercer Fraser was not present on the mandatory pre-bid walk. Chambers reported seeking legal advice on this issue from Attorney-at-Law Nancy Diamond. Diamond provided legal guidance that Mercer Fraser not attending the mandatory pre-bid walk is a material omission to the bidding requirements that would be deemed as being "non-responsive". Chambers reported that at Diamond's direction, she crafted and sent a letter to Mercer Fraser. The letter informed Mercer Fraser of HCRC staff's determination of "non-responsiveness" thereby removing the bid from consideration and further informed Mercer-Fraser

that the staff recommendation to the Board would be to award the contract to Hanford ARC as the lowest, responsive, responsible bidder.

Chambers presented the staff recommendation to the Board of Directors to award a contract in the amount of \$1,882,311.00 to Hanford ARC, as the lowest, responsive, responsible bidder and approve and adopt Resolution #15-15 authorizing Board Chairman or his designee to execute contract documents with Hanford ARC, including any subsequent amendments, and issue a Notice to Proceed when all contract and bonding requirements have been satisfied.

Discussion followed the presentation of the staff recommendation. Chambers and Supervisor Bohn referred to communications received from Mercer Fraser the previous evening and in the morning directly preceding the Board meeting. The Board was provided copies of the letter sent by Chambers to Mercer Fraser and the two letters received from Mercer Fraser in reply and took time to review all correspondence.

Director Bussman asked about effects on construction season if bid award was not made at today's meeting. Svelha (Project Engineer) responded with comparisons to the timeframe of last construction season and the fact that this season is already one week behind last year's schedule. Svelha stated his concerns that every day start of construction is delayed, the potential to complete this year's work is decreased.

Board members asked for clarification on the timeframe allowed for Mercer Fraser to respond to formal bid disputes. Svelha responded that bid documents provide the protested bidder 2 working days to respond to a bid protest. Since the last bid protest was received June 10, Mercer Fraser would have until 5pm on Friday, June 12 to respond.

Chairman Cohoon recommended the Board table this item, allow time to receive a bid protest response from Mercer Fraser in keeping with the bid guidelines, and seek additional legal advice if necessary. Chairman Cohoon asked for public comment before leaving this item.

Supervisor Bohn provided public comment, first acknowledging he has a long-standing personal relationship with the Zabel family (owners of Mercer Fraser) and that Bohn's son is employed by Mercer Fraser, but would not be working on this project. Bohn stated that he stands up for local contractors and described how he was in a similar position for McCullough Construction 2 years ago. He encouraged the Board to award Mercer Fraser as low bidder and explained that Mercer Fraser did not attend that mandatory pre-bid meeting because they did not see it advertised until after it had passed. He also stated this was because, that the Builder's Exchange summary didn't come out until late in the afternoon on Friday, after Mercer Fraser offices had closed early for the Memorial Day holiday weekend. He went on to explain that Mercer Fraser didn't review the previous week's Building Exchange summary until later the following week, after the mandatory pre-bid meeting was held on Wednesday, May 27. He also stated that the bid announcement and time-frame was the shortest he's ever seen. Bohn also reiterated several of the arguments made by Mercer Fraser in their response letter about non-attendance of mandatory site visits not being grounds to determine lack of responsiveness. He also mentioned that Mercer Fraser is a large company with some \$50 million in work and so they aren't as "hungry" as the smaller contractors. He explained that because of this they don't always track bid opportunities closely. He also stated that Mercer Fraser had assumed there would be a longer period between the announcement and the mandatory pre-bid meeting, so they didn't look at the full solicitation announcement until after the mandatory pre-bid meeting has passed.

Chambers noted that the notices and timeframe for the mandatory pre-bid meeting all complied with requirements of public contract code and that representatives from 9 firms at the mandatory pre-bid meeting suggested an open, fair and competitive process.

Motion by Director Markegard to table Resolution #15-15 Award Bid for Salt River Ecosystem Restoration Project – Phase Middle 2A-2015 and to set a special meeting for this item on Tuesday, June 23, 2015, 5pm. Second by Director Bussman. Ayes – Moore, Renner, Belli. Noes – None.

8. NRCS District Conservationist Report

Shultz was unable to attend the meeting.

9. UCCE Report

Stackhouse was unable to attend the meeting.

10. Salt River Restoration Project Report

Staff provided an update on activities in preparation for this year's construction, including reducing potential bird nesting habitat through bird surveys and vegetation management with CalFire crews. Staff continues to work with landowners, agencies, and partners on a variety of aspects for the project. Discussion was held on future segments of Salt River and tributaries for restoration. Chambers noted that the Department of Water Resources Urban Streams grant award includes funding for a feasibility assessment of Williams Creek.

11. District Staff Reports and Other RCD Project Updates

Tjarnstrom provided copies of a grass identification booklet she and Jeff Stackhouse developed and published. It includes picture identifications for common grasses of Humboldt County along with their associated forage values.

Tjarnstrom also provided an update on activities related to the CDFW Wildlife Management Areas. Haying bids were opened on May 28th. Veronica Vellutini was apparent high bidder for all sites. CDFW is working to get required insurance documentation and completing permitting paperwork. Haying activities cannot commence until all documentation is finalized and only after July 1st for protection of ground nesting birds. Tjarnstrom is scheduled to meet with Charles Bartolotta June 17th to develop goals and objectives for each WMA, which are necessary for moving forward with the grazing RFPs for Humboldt County. Senator McGuire has scheduled a meeting in Del Norte County on August 3rd to meet about management issues on CDFW lands, and discuss other agricultural issues. Tjarnstrom and/or Director Bussman will attend this meeting.

12. Adjourned to Closed Session at 9:26 A.M. for Personnel Discussion

13. Reconvened to Open Session at 10:15 A.M.

Board action was taken to hold interviews with 3 candidates for the position of Executive Director. Interviews will be scheduled for June 13, 2015.

14. Next Regular Meeting – Thursday July 9, 2015 at 8 A.M.

15. Adjournment

The Board adjourned at 10:17 A.M.

Humboldt County Resource Conservation District
Board of Directors
Special Meeting
June 23, 2015

1. **Call To Order** 5:01 p.m. by Chairman Dan Cohoon

2. **Introductions**
Directors Present: Dan Cohoon, Gary Markegard, Mark Moore, Gary Belli, Jim Renner, Pete Bussman, Hugo Klopper
Staff Present: Lauri Barnwell, Donna Chambers
Staff Excused: Summer Daugherty, Curtis Ihle, Doreen Hansen, Frances Tjarnstrom
Guests: Jeremy Svehla-GHD, Jill Demers-HCRCD
Public: Denver Nelson-Salt River Watershed Council, Dena McCullough-McCullough Construction, Mark Cederborg-Hanford ARC, Steve Watson-Hanford ARC, Kelly Walsh-Attorney for Mercer-Fraser, Mark Benzinger-Mercer-Fraser

3. **Additions of Changes to the Agenda**
No changes to the agenda.

4. **Public Comment**
No comments received.

5. **Salt River Ecosystem Restoration Project-Action**
Chairman Cohoon asked for the staff report on this item. A calendar timeline handout, binder of correspondence and a power point presentation were provided by HCRCD Executive Director Chambers outlining the 2015 Salt River Ecosystem Restoration Project Middle Phase 2A bid process and various communications received. The presentation highlighted the events and information received by the HCRCD from bidders, review of discussion held at June 11, 2015 regular monthly HCRCD Board Meeting and communications between Mercer-Fraser, Hanford ARC, and McCullough Construction regarding Mercer-Fraser's non-attendance of the mandatory pre-bid site inspection.

Included in the staff report was the staff recommendation to the Board of Directors to find that Mercer-Fraser Company's failure to attend the May 27, 2015 mandatory pre-bid meeting as stated in the Advertisement for Bids and Bidding Requirements of the contract documents constitutes a material variance from the Bidding Requirements and recommends the Board determine the bid submitted by Mercer-Fraser Company to be non-responsive and removed from consideration and award a contract in the amount of \$1,882,311.00 to Hanford Applied Restoration and Conservation as the lowest, responsive, responsible bidder for Salt River Ecosystem Restoration Project—Middle Phase 2A and adopt and approve Resolution #15-15 authorizing the Board Chairman or designee to execute the required contract documents and issue a Notice to Proceed when all contract and bonding requirements have been met.

Kelly Walsh, attorney for Mercer-Fraser provided response regarding the published bid notices and contract documents as they relate to public contracting requirements, specifically addressing the advertisement of the mandatory pre-bid site inspection which Mercer-Fraser did not attend.

5.1 Hear Bid Protect filed by Hanford ARC against Mercer-Fraser Company in the Salt River Ecosystem Restoration-Middle Phase 2A.

Comments were provided by Mr. Cederborg and Mr. Watson of Hanford ARC regarding the bid protest filed by Hanford ARC against Mercer-Fraser Company because Mercer-Fraser failed to attend the mandatory pre-bid site inspection and the importance of the information provided through a field visit for construction bid development.

Motion by Director Moore to close communications regarding Item 5.1 Bid Protest filed by Hanford ARC against Mercer-Fraser Company in the Salt Rive Ecosystem Restoration-Middle Phase 2A. Second by Director Renner. Ayes-Belli, Markegard, Klopper, Bussman. Noes-None.

5.2 Hear Bid Protect filed by Hanford ARC against Mercer-Fraser Company in the Salt River Ecosystem Restoration-Middle Phase 2A.

Ms. McCullough of McCullough Construction presented the bid protest filed by McCullough Construction, Inc. against Mercer-Fraser because Mercer-Fraser failed to attend the mandatory pre-bid site inspection and the importance of the information provided through a field visit for construction bid development.

Motion by Director Markegard to close communications regarding Item 5.2 Bid Protest filed by McCullough Construction against Mercer-Fraser Company in the Salt River Ecosystem Restoration-Middle Phase 2A. Second by Director Moore. Ayes-Belli, Renner, Klopper, Bussman. Noes-None.

Public comment received from Mr. Nelson expressing concern about delays to the project due to bid protest and threat of additional litigation and potential effects on funding availability for future construction.

5.3 Award Bid for the Salt River Ecosystem Restoration-Middle Phase 2A.

Discussion by the Board in regards to importance of the required mandatory pre-bid site inspection as it relates to the soil and terrain as well as landowner access. Attorney for Mercer-Fraser was provided additional opportunity to respond to questions and explain why the mandatory pre-bid meeting was missed and why Mercer-Fraser did not contact the District directly in a timely manner. Mr. Walsh had no additional information to provide in response to the questions.

Motion by Director Markegard to approve the staff recommendation and award a contract for the Salt River Ecosystem Restoration Project-Phase Middle 2A in the amount of \$1,882,311 to Hanford ARC, as the lowest, responsive, responsible bidder and approve and adopt resolution #15-15 authorizing Board Chairman or his designee to execute contract documents with Hanford ARC, including any subsequent amendments, and issue a Notice to

Proceed when all contract and bonding requirements have been satisfied. Second by Director Moore. Ayes-Belli, Renner, Bussman. Noes- Klopper.

6. Personnel-Action

- 6.1 Approve hire of Jill Demers as Executive Director, a full time, regular position effective July 1, 2015.**

Motion by Director Moore to approve hire of Jill Demers as Executive Director, a full time, regular position effective July 1, 2015. Second by Director Markegard. Ayes-Belli, Renner, Bussman, Klopper. Noes-none.

7. Next Regular Meeting

Thursday July 9, 2015 at 8 a.m.
Agricultural Center Auditorium

8. Adjournment

5:54 p.m.

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, August 13, 2015

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. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - Humboldt County Planning Department - Issuing Emergency Blanket CDP (wells, waterlines, troughs)
 - Humboldt Fence Company – renewal of request for placement on board agenda
 - Fedak & Brown LLP – Information re: Government Audit & Accounting services
 - CARCD – State-wide Capacity Building Program for RCDs application
 - Hank Seemann, Humboldt County – Potential County-led small-scale sediment removal work near Arlynda Corners with RCD partnership
 - California Special Districts Association – Call for Nominations, Board of Directors
 - California Special Districts Association – Call for CSDA Committee/Feedback Team participation**Outgoing:**
 - Response to Humboldt Fence re: request for placement on board agenda & public comment period
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 Minutes for meeting of Jul 9, 2015* presented for approval

7.2 Aug Financial Report presented for approval (Handout)

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

9. UCCE Report – *Jeffery Stackhouse*

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

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

12. NEXT REGULAR MEETING: Thursday, September 10, 2015 at 8 a.m.
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

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 707-444-9708 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

Minutes of July 9, 2015

1. Call to Order-

Dan Cohoon Chairman, 8:03 a.m.

2. Introductions-

Directors Present: Dan Cohoon, Pete Bussman, Mark Moore, Hugo Klopper, Gary Markegard

Directors Excused: Gary Belli, Jim Renner

Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Frances Tjarnstrom, Doreen Hansen
Summer Daugherty

Staff Excused:

Guests: Jeff Stackhouse-UCCE Livestock Advisor, Jon Shultz-District Conservationist
NRCS

Public:

3. Additions or Changes to the Agenda-

Add Action Item 7.6 and Item 7.7- Items received after Board packet was mailed. A timely response is critical to meet funding opportunity requirements for activities on the Salt River Ecosystem Restoration Project.

4. Public Comment-

No Comments Received

5. District Correspondence-

Summary provided and all documents circulated at meeting for review by the Directors and others present. Discussion held regarding items received from Humboldt Fence Company and award of Department of Water Resource Urban Streams Restoration Program Grant.

6. HCRCD Director's Reports, Request or Announcements-

Director Markegard was unable to attend the RC & D meeting held in Crescent City on July 8.

7. Board Action Items-

7.1 Discussion and Approval of Board Minutes from June 11, 2015.

Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from June 11, 2015. Second by Director Moore Ayes-Director Klopper, Bussman. Noes-None

7.2 Discussion and Approval of Special Board Minutes from June 23, 2015.

Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from June 23, 2015. Second by Director Bussman Ayes-Director Klopper, Moore. Noes-None

7.3 Discussion and Approval of June 2015 Financial Report.

Staff provided an update on status of all grants, funds availability, and potential funding. Discussion held on status of payments received and those in process from the funding agencies. An update was provided on the measures being taken to keep the RCD staff and operations moving forward, as well as projects that have been completed and will be closing. Open grants were discussed and their role in current operations.

Motion by Director Markegard to approve Humboldt County Resource Conservation District Board staff recommendation to pay operating expenses as presented, continue to manage expenditures to reduce costs, retain contractor/consultant project payment retention and pay contractors/contractor invoices as matching funds are received. Second by Director Bussman. Ayes-Director Moore, Klopper. Noes-None

7.4 Resolution #15-17 State Coastal Conservancy Funding for Salt River Project

Motion by Director Markeard to adopt Resolution #15-17 authorizing Executive Director to negotiate and execute when finalized, an agreement with the State Coastal Conservancy for Salt River Ecosystem Restoration Implementation Project . Second by Director Moore. Ayes-Director Klopper, Bussman. Noes-None.

7.5 Resolution #15-19 Changes to Redwood Capital Bank Account Authorized Signatures

Motion by Director Moore to approve Resolution #15-19 to remove former Executive Director Donna Chambers from all HCRCD Redwood Capital Bank accounts and authorizing Jill Demers, Executive Director to execute, act as signer, and access online banking on all HCRCD Redwood Capital Bank accounts. Second by Director Markegard. Ayes-Director Klopper, Bussman. Noes-None.

7.6 Resolution #15-20 North Coast Resource Partnership

Motion by Director Markegard to adopt Resolution #15-20 directing staff to develop final scope of work and budget for 2016 Salt River activities in the amount of \$187,000 under the North Coast Resource Partnership funding grant opportunity. Second by Director Bussman. Ayes-Director Moore, Klopper. Noes-None

7.7 Resolution #15-21 North Coast Integrated Regional Water Management Plan

Motion by Director Markegard to adopt Resolution #15-21 accepting 2014 updates to the North Coast Integrated Regional Water Management Plan as part of the North Coast Resource Partnership Prop 84 Funding opportunity. Second by Director Bussman. Ayes-Director Moore, Klopper. Noes-None

8. NRCS Report-Jon Shultz-District Conservanionist NRCS

Shultz provided the Board an update on current staff activities, training opportunities and staffing changes, NRCS program applications and funding schedule as related to EQIP and Easement Programs. Additional information was provided on staff changes in Del Norte County and effects on the Eureka staff during the time needed to fill the position.

9. UCCE Report-Jeff Stackhouse

Stackhouse provided an update on local and state funding proposals submitted by UCCE, Coyote Brush Trial activities, development of a smartphone application for Bovine Respirator Disease, and research related to Sudden Oak Death infestation and spread.

10. Salt River Restoration Project Report-

Staff provided an update on current project activities. Construction activities starting, including staging by Hanford ARC onsite with clearing and grubbing scheduled to begin Mid July. Staff continues to work with consultants to conduct fish and avian surveys, eel grass monitoring and review maintenance activities for the Salt River Ecosystem Restoration Project. Staff continues to work with funders, landowners and agencies.

11. Mercer Fraser Company Request for Public Records-

The Humboldt County Resource Conservation District received a formal request from Mercer Fraser Company to obtain documents related to the Salt River Ecosystem Restoration Project Phase 1. All information requested in possession of the HCRCRD has been prepared for review and submitting to Mercer Fraser Company.

12. District Staff Reports and Other RCD Project Updates-

Summary of District activities provided in Board packet. Staff provided an update on current status of program activities and landowner assistance. Tjarnstom provided an update on Wildlife Management Area 2015 hay activities. Daugherty updated on permitting process as related to small landowners through multiple agencies. Redwood Meat Company's consultant Sarah Poff will resume activities in the fall.

13. Next Regular Meeting-

Thursday, August 13, 2015 at 8 a.m.
Agricultural Center Auditorium

14. Adjournment-

The Board adjourned at 9:28 a.m.

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 10, 2015

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. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - none**Outgoing:**
 - Notice to Humboldt Fence re: including on September board agenda
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. **HUMBOLDT FENCE** – *Russ Renner, Humboldt Fence*
8. **BOARD ACTION ITEMS**
 - 7.1 Minutes for meeting of August 13, 2015* presented for approval
 - 7.2 Minutes for special meeting of September 3, 2015* presented for approval
 - 7.3 Aug Financial Report presented for approval (Handout)
 - 7.4 Resolution 15-23 Authorizing staff to submit proposal to California Department of Fish and Wildlife's Wetland Restoration Grant Program

- 7.5 Resolution 15-24 Authorizing staff to submit proposal to State Water Resources Control Board's Nonpoint Source Grant Program
- 7.6 Resolution 15-25 Authorizing staff to submit proposal to State Coastal Conservancy's Proposition 1 Solicitation
- 7.7 Resolution 15-26 Authorizing staff to submit proposal to Wildlife Conservation Board's Wetland Restoration Grant Program
- 7.8 Resolution 15-27 Authorizing staff to partner with California Trout and U.S. Geological Survey to submit a joint proposal to Wildlife Conservation Board's Wetland Restoration Grant Program

Background – If approved, California Trout will submit a proposal for their South Fork Eel Water Conservation Program in partnership with the HCRC and the U.S. Geological Survey. By including a local agency, the project will benefit by receiving additional federal matching funds.

This proposal would help create a standardized methodology for water budget and water diversion management procedures, which will allow for: (1) consistency of data collection, analyses, and flow prescriptions consistent within and across watersheds; (2) non-technical practitioners and community members to understand and implement flow objectives; (3) facilitation of water right and permit streamlining; and (4) reduction in the cost of studies so that water conservation projects can be implemented at a scale. The Project will address resource management challenges using the South Fork Eel River as a focal area to identify public trust instream flows for salmonids across their freshwater lifecycle, while increasing water supply reliability for individual users.

9. **NRCS DISTRICT CONSERVATIONIST REPORT** - *Jon Shultz, NRCS District Conservationist*
10. **UCCE Report** – *Jeffery Stackhouse*
11. **SALT RIVER RESTORATION PROJECT REPORT*** - *Staff*
12. **DISTRICT STAFF REPORTS and OTHER RCD PROJECT UPDATES*** – *Staff*
13. **STRATEGIC PLANNING**
14. **EXECUTIVE DIRECTOR 6 MO REVIEW**
15. **NEXT REGULAR MEETING: Thursday, October 8, 2015 at 8 a.m.**
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA
16. **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 707-444-9708 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

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.

SPECIAL MEETING

AGENDA

Thursday September 3, 2015

8:00 A.M.

Agricultural Commissioner's Conference Room

Agriculture Center

5630 South Broadway - Eureka

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. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **WHITE SLOUGH WETLAND ENHANCEMENT PROJECT - ACTION**
 - 5.1 Award bid for the White Slough Wetland Enhancement Project Phase 1
6. **NEXT REGULAR MEETING: Thursday September 10, 2015 at 8 a.m.**
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA
7. **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 707-444-9708 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 8, 2015

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. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - none**Outgoing:**
 - none
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 Minutes for meeting of September 10, 2015* presented for approval
 - 7.2 Aug Financial Report presented for approval (Handout)
8. **NRCS DISTRICT CONSERVATIONIST REPORT** - *Jon Shultz, NRCS District Conservationist*
9. **UCCE Report** – *Jeffery Stackhouse*
10. **SALT RIVER RESTORATION PROJECT REPORT*** - *Staff*

11. **DISTRICT STAFF REPORTS and OTHER RCD PROJECT UPDATES*** – *Staff*
12. **STRATEGIC PLANNING**
13. **NEXT REGULAR MEETING: Thursday, November 12, 2015 at 8 a.m.**
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA
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 707-444-9708 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
Minutes of September 10, 2015

1. Call to Order-

Dan Cohoon Chairman, 8:02 a.m.

2. Introductions-

Directors Present: Dan Cohoon, Mark Moore, Gary Markegard, Jim Renner

Directors Excused: Gary Belli, Hugo Klopper, Pete Bussman

Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Doreen Hansen, Summer Daugherty,
Frances Tjarnstrom

Staff Excused:

Guests: Jon Shultz-District Conservationist NRCS

Public:

3. Additions or Changes to the Agenda-

No Changes or Additions

4. Public Comment-

No Comments Received

5. District Correspondence-

Summary provided and all documents circulated at meeting for review by the Directors and others present.

6. HCRCD Director's Reports, Request or Announcements-

No Reports, Requests or Announcements.

7. Humboldt Fence-

No Attendance on behalf of Humboldt Fence and no discussion.

8. Board Action Items-

8.1 Discussion and Approval of Board Minutes from August 13, 2015.

Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from August 13, 2015. Second by Director Moore Ayes-Director Renner. Noes-None

8.2 Discussion and Approval of Board Minutes from September 3, 2015.

Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from September 3, 2015. Second by Director Moore Ayes-Director Renner. Noes-None.

8.3 Discussion and Approval of August 2015 Financial Report.

Staff provided an update on status of all grants, funds availability, and potential funding.

Discussion held on status of payments received and those in process from the funding agencies.

Humboldt County RCD Board Of Directors
Meeting Minutes September 10, 2015

An update was provided on the measures being taken to keep the RCD staff and operations moving forward, as well as projects that have been completed and will be closing. Open grants were discussed and their role in current operations.

Motion by Director Moore to approve Humboldt County Resource Conservation District staff recommendation to pay operating expenses as presented, continue to manage expenditures to reduce costs, retain contractor/consultant project payment retention and pay contractors/contractor invoices as matching funds are received. Second by Director Markegard. Ayes-Director Renner. Noes-None

8.4 Resolution #15-23 California Department of Fish and Wildlife Wetland Restoration Grant Program Funding for Salt River Project

Motion by Director Markegard to adopt Resolution #15-23 authorizing staff to submit proposal to the California Department of Fish and Wildlife Wetland Restoration Grant Program. Second by Director Moore. Ayes-Director Renner. Noes-None.

8.5 Resolution #15-24 State Water Resources Control Board Nonpoint Source Grant Program

Motion by Director Markegard to adopt Resolution #15-24 authorizing staff to submit proposal to the State Water Resources Control Board Nonpoint Source Grant Program. Second by Director Renner. Ayes-Director Moore. Noes-None.

8.6 Resolution #15-25 State Coastal Conservancy's Proposition 1 Solicitation

Motion by Director Markegard to adopt Resolution #15-25 authorizing staff to submit proposal to the State Coastal Conservancy's Proposition 1 for the Salt River Ecosystem Restoration Project. Second by Director Moore. Ayes-Director Renner. Noes-None.

8.7 Resolution #15-26 Wildlife Conservation Board Wetland Restoration Grant Program

Motion by Director Markegard to adopt Resolution #15-26 authorizing staff to submit proposal to the Wildlife Conservation Board Wetland Restoration Grant Program for the Salt River Ecosystem Restoration Project. Second by Director Renner. Ayes-Director Moore. Noes-None.

8.8 Resolution #15-27 Wildlife Conservation Board Wetland Restoration Grant Program partnership with California Trout and U.S. Geological Survey

Motion by Director Markegard to adopt Resolution #15-27 authorizing staff to submit proposal in partnership with California Trout and U.S. Geological Survey to the Wildlife Conservation Board Wetland Restoration Grant Program to create a standardized methodology for water budget and water diversion management procedures. Second by Director Moore. Ayes-Director Renner. Noes-None.

9. NRCS Report-Jon Shultz-District Conservationist NRCS

Shultz provided the Board an update on current program activities for the fiscal year close out, funding opportunities, staff activities, and partnership efforts in regards to the Elk River Stewardship activities.

10. UCCE Report-Jeff Stackhouse

No Report

Director Renner Excused 9 a.m.

11. Salt River Restoration Project Report-

Staff provided an update on current project activities. Construction activities for the 2015 season are wrapping up. Channel excavation is nearly completed, log structures and rock grade are in place and sediment for agricultural reuse has been hauled. Monitoring and surveys are being conducted in accordance with project activities. Staff and consultants continue work with landowners along the project area and coordinate with Mercer Fraser Company on the Port Kenyon Bridge replacement project. Preparations for the 2016 construction season have begun through continued design, funding opportunities and working with multiple agencies for the success of the project.

12. District Staff Reports and Other RCD Project Updates-

Summary of District activities provided in Board packet. Staff provided a brief overview on current program activities and technical assistance and outreach provided to landowner. Wildlife Management Area 2015 hay activities are underway and staff continues to work with CDFW for future activities on selected areas. Discussion held in regards to the status of work commencing on the White Slough Wetland Enhancement Project 2015 Construction Project by Figas Construction.

HCRCDC Staff Ihle, Hansen and Daugherty Excused 9:37 a.m.

13. Strategic Planning

Director Moore will assist in the organization and planning of the 2015 planning session.

14. Executive Directors 6 month Review

Directors established guidelines for evaluation.

Director Markegard Excused 9:45 a.m.

15. Next Regular Meeting-

Thursday, October 8, 2015 at 8 a.m.
Agricultural Center Auditorium

16. Adjournment-

The Board adjourned at 9:52 a.m.

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 12, 2015

8:00 A.M.

Scout's Hall – 100 Berding - Ferndale
(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. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - California Special Districts Association invoice**Outgoing:**
 - Request for Line-of-Credit
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 Minutes for meeting of October 8, 2015* presented for approval
 - 7.2 Oct Financial Report presented for approval (Handout)
 - 7.3 Resolution 15-28 authorizing the transfer of final balance and the closure of the Salt River Mitigation Savings fund at Redwood Capital Bank
 - 7.4 Resolution 15-29 authorizing the Executive Director to enter into an agreement with the Bertha Russ Lytel Foundation to establish a line-of-credit
 - 7.5 Resolution 15-30 authorizing staff to submit a proposal to the NCRP and sign contracts as necessary

7.6 Resolution 15-31 authorizing staff to submit proposals to the National Fish and Wildlife Foundation Environmental Solutions for Communities grant program and sign contracts as necessary

8. BOARD OF DIRECTORS ANNUAL ORGANIZATIONAL SESSION – ACTION (Cohoon)

• **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
Salt River Committee: Dan Cohoon, Mark Moore, Gary Belli

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

• **STRATEGIC PLANNING**

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

10. UCCE Report – *Jeffery Stackhouse*

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

12. SALT RIVER RESTORATION PROJECT FIELD TOUR - *Staff-led field tour leaving from Scout’s Hall*

13. NEXT REGULAR MEETING: Thursday, December 10, 2015 at 8 a.m.
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

14. ADJOURNMENT

Humboldt County Resource Conservation District

Board of Directors Meeting

Minutes of October 8, 2015

1. Call to Order-

Dan Cohoon Chairman, 8:02 a.m.

2. Introductions-

Directors Present: Dan Cohoon, Mark Moore, Gary Markegard, Hugo Klopper, Gary Belli, Jim Renner

Directors Excused: Pete Bussman

Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Doreen Hansen, Summer Daugherty, Frances Tjarnstrom

Staff Excused:

Guests: Jon Shultz-District Conservationist NRCS, Jeff Stackhouse-UCCE Livestock Advisor

Public:

3. Additions or Changes to the Agenda-

Add to item #5- SDRMA ballot correspondence

Add to item #11-Discussion regarding IRWM Proposals under North Coast Partnership, and landowner riparian removal.

4. Public Comment-

No Comments Received

5. District Correspondence-

Summary provided and all documents circulated at meeting for review by the Directors and others present. SDRAM Ballot presented for review, to be added at future meeting as agenda item.

6. HCRCD Director's Reports, Request or Announcements-

No Reports, Requests or Announcements.

7. Board Action Items-

7.1 Discussion and Approval of Board Minutes from September 10, 2015.

Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from September 10, 2015. Second by Director Renner. Ayes-Director Moore, Klopper, Belli. Noes-None.

7.2 Discussion and Approval of September 2015 Financial Report.

Staff provided an update on status of all grants, funds availability, and potential funding. Discussion held on status of payments received and those in process from the funding agencies. Open grants were discussed and their role in current operations. An update was provided on current cash flow constraints and the measures being taken to keep the RCD staff and operations moving forward. Discussion held regarding potential options available to the RCD to

ensure operating cash. Board directed staff to contact funders regarding current delay in payments, obtain information on loans and/or line of credit opportunities through local foundations and banking institutions.

Motion by Director Markegard to approve Humboldt County Resource Conservation District staff recommendation to pay operating expenses as presented, continue to manage expenditures to reduce costs, retain contractor/consultant project payment retention and pay contractors/contractor invoices as matching funds are received. Second by Director Belli. Ayes-Director Renner, Klopper, Moore. Noes-None

8. NRCS Report-Jon Shultz-District Conservationist NRCS

Shultz provided the Board an update on current program activities for the fiscal year close out and potential delays in Federal activities. Discussed new funding agreement between HCRC and NRCS, future program funding opportunities, staff activities and changes, and partnership efforts to aide Lake County fire disaster areas.

9. UCCE Report-Jeff Stackhouse

Stackhouse reported on the Western Extension Leadership Award for Sudden Oak Death studies received by UCCE, current restructuring activities under the new UCCE Vice-President, water quality workshops scheduled to assist dairy producers, and Smartphone Application development presentation provided to beef producers in Denver Co.

10. Salt River Restoration Project Report-

Staff provided an update on current project activities. Construction activities for the 2015 season are complete. Monitoring and surveys are being conducted in accordance with project requirements. Staff and consultants continue work with landowners along the project area to reduce flooding and coordinate with Mercer Fraser Company on the Port Kenyon Bridge replacement project. Preparations for the 2016 constructions season have began through continued design, funding opportunities and working with multiple agencies for the success of the project. Salt River Celebration hosted by the Watershed Council set for October 24 10am-1pm with field tours.

11. District Staff Reports and Other RCD Project Updates-

Summary of District activities provided in Board packet. Staff provided a brief overview on current program activities and technical assistance and outreach provided to landowners. Updated on the status of work underway on the White Slough Wetland Enhancement 2015 construction. Provided additional information on CDFW Wildlife Management Area haying activities and a 319H grant application submitted for the Dairy Program. Items added to agenda including brief discussion on a planning proposal under the North Coast Regional Partnerships grant process and potential opportunity to pair with a NFWF funding opportunity. Discussion held regarding a landowner seeking assistance for notification of a violation for riparian clearing. Board directed staff to provide contact information to the landowner of agencies, and consultants that are able to provide assistance through the permitting process.

12. Strategic Planning

Director Moore continuing to develop 2015 planning session.

13. Next Regular Meeting-

Thursday, November 12, 2015 at 8 a.m.

Scout's Hall 100 Berding, St Ferndale

14. Adjournment-

The Board adjourned at 9:50 a.m.

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, December 10, 2015

8:00 A.M.

Agricultural Center – 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. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))
5. **DISTRICT CORRESPONDENCE** (Circulated at meeting)
Incoming:
 - California Special Districts Association - Board Member Handbooks & Information Form
 - Special District Risk Management Authority – Memo re: Member Claim Payments and information re: administration of public funds for public works projects.
 - Auditor-Controller, County of Humboldt – letter regarding HCRCD's share of annual LAFCo charge, increased to \$5,109.16 due to FY13-14 revenues.**Outgoing:**
 - none
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 Minutes for meeting of November 12, 2015* presented for approval
 - 7.2 November Financial Report presented for approval (Handout)
 - 7.3 Resolution 15-32 SCC Proposition 1

8. **NRCS DISTRICT CONSERVATIONIST REPORT** - *Jon Shultz, NRCS District Conservationist*
9. **UCCE Report** – *Jeffery Stackhouse*
10. **DISTRICT STAFF REPORTS and RCD PROJECT UPDATES*** – *Staff*
11. **STRATEGIC PLANNING**
12. **PERSONNEL - EXECUTIVE DIRECTOR REVIEW PROCESS**
13. **NEXT REGULAR MEETING: Thursday, January 14, 2016 at 8 a.m.**
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA
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 707-444-9708 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
Minutes of November 12, 2015

1. Call to Order-

Dan Cohoon Chairman, 8:02 a.m.

2. Introductions-

Directors Present: Dan Cohoon, Mark Moore, Gary Markegard, , Jim Renner, Pete Bussman

Directors Excused: Hugo Klopper, Gary Belli

Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Doreen Hansen, Summer Daugherty,
Frances Tjarnstrom

Staff Excused:

Guests: Jon Shultz-District Conservationist NRCS

Public: Jeremy Svhela-GHD, Inc.

3. Additions or Changes to the Agenda-

None

4. Public Comment-

No Comments Received

5. District Correspondence-

Summary provided and all documents circulated at meeting for review by the Directors and others present.

6. HCRCD Director's Reports, Request or Announcements-

Director Markegard provided a brief up-date on current activities by the RC & D.

7. Board Action Items-

7.1 Discussion and Approval of Board Minutes from October 8, 2015.

Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from October 8, 2015. Second by Director Moore. Ayes-Director Renner, Bussman. Noes-None.

7.2 Discussion and Approval of October 2015 Financial Report.

Staff provided an update on status of all grants, funds availability, and potential funding. Discussion held on status of payments received and those in process from the funding agencies. Open grants were discussed and their role in current operations. An update was provided on current cash flow constraints and the measures being taken to keep the RCD staff and operations moving forward.

Motion by Director Renner to approve Humboldt County Resource Conservation District staff recommendation to pay operating expenses as presented, continue to manage expenditures to reduce costs, retain contractor/consultant project payment retention and pay contractors/contractor invoices as matching funds are received. Second by Director Markegard. Ayes-Director Bussman, Moore. Noes-None

- 7.3 Resolution 15-28 authorizing the transfer of final balance and closure of the Salt River Mitigation Savings fund at Redwood Capital Bank.

Motion by Director Moore to accept and adopt Resolution 15-28 to authorize the transfer of the remaining balance and closure of the Salt River Mitigation Savings fund at Redwood Capital Bank for payment of 2015 Salt River construction activities. Second by Director Markegard. Ayes-Director Bussman, Renner. Noes-None

- 7.4 Resolution 15-29 authorizing Executive Director to enter into an agreement with the Bertha Russ Lytel Foundation to establish a line of credit.

Motion by Director Markegard to accept and adopt Resolution 15-29 to authorize the Executive Director to enter into an agreement with the Bertha Russ Lytel Foundation to establish a line of credit to be drawn against with Board approval. Second by Director Renner. Ayes-Director Bussman, Moore. Noes-None

- 7.5 Resolution 15-30 authorizing staff to submit a proposal to the NCRP and sign contracts as necessary.

Motion by Director Markegard to accept and adopt Resolution 15-30 authorizing staff to submit NCRP grant funding proposal and sign contracts as necessary. Second by Director Bussman. Ayes-Director Renner, Moore. Noes-None

- 7.6 Resolution 15-31 authorizing staff to submit proposals to the National Fish and Wildlife Foundation Environment Solutions for Communities grant program and sign contracts as necessary.

Motion by Director Markegard to accept and adopt Resolution 15-31 authorizing staff to submit National Fish and Wildlife Foundation Environmental Solution for Communities grant proposal and sign contracts as necessary. Second by Director Moore. Ayes-Director Renner, Bussman. Noes-None

8. Board of Directors Annual Organizational Session

Discussed nominations to elect officers and committees to serve a one year term.

Motion by Director Moore for current 2015 HCRCO Officers and committees to continue to serve an additional one year term. Second by Director Markegard. Ayes-Director Renner, Bussman. Noes-None

Personnel performance evaluation guidelines for HCRCO Executive Director were confirmed and tentatively scheduled for January 2016.

Strategic Planning session to be schedule early 2016 on availability of NRCS facilitator.

9. NRCS Report-Jon Shultz-District Conservationist NRCS

Shultz provided the Board an update on current program activities, future program funding opportunities, and staffing changes.

10. UCCE Report-Jeff Stackhouse

No Report

11. District Staff Reports and Other RCD Project Updates

Summary of District activities provided in Board packet.

12. Salt River Restoration Project Report and Field Tour

Staff provided an update on current project activities. Construction activities for the 2015 season are complete. Monitoring and surveys are being conducted in accordance with project requirements. Staff and consultants continue work with landowners along the project area. Preparations for the 2016 constructions season are underway with continued design, funding opportunities and working with multiple agencies for the success of the project. Salt River Celebration hosted by the Watershed Council held on October 24 with field tours was a success. Over 100 community members attended the presentation and participated in the site bus tours.

Board of Directors, HCRC staff and attendees were provided a field tour of the Salt River Ecosystem Restoration Project. Tour included four locations on the project beginning at Riverside Ranch and ending at the Port Kenyon Bridge Construction site on Francis Creek. Jeremy Svhela, GHD Inc. provided maps and technical information about project design and function.

13. Next Regular Meeting-

Thursday, December 10, 2015 at 8 a.m.

Agricultural Center Auditorium, 5630 South Broadway, Eureka, CA

14. Adjournment-

The Board adjourned at 11:10 a.m.