Board of Directors Meeting

AGENDA
Thursday, January 14, 2016
8:00 A.M.
Agricultural Center, Ag Commissioner’s Conference Room – 5630 South Broadway - Eureka
(Items marked with * are attached to director packets)

1. CALL TO ORDER – Dan Cohoon, Chairman

2. INTRODUCTIONS

3. ADDITIONS OR CHANGES TO AGENDA (Gov. Code 54954.2(B)

4. PUBLIC COMMENT PERIOD
Any person may address the Board regarding any matter within the Board’s jurisdiction that is not on the agenda. Speakers are asked to limit comments to three minutes. 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 LAFCo – Call for Nominations for Humboldt LAFCo Independent Special District Member
- Auditor-Controller, County of Humboldt – letter regarding HCRCD’s share of annual LAFCo charge, decreased to $50.41.
- Special District Risk Management Authority (SDRMA) – email regarding free "On-Demand" webinars for SDRMA members

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 December 10, 2015* presented for approval
   7.2 November Financial Report presented for approval (Handout)

8. NRCS DISTRICT CONSERVATIONIST REPORT - Jon Shultz, NRCS District Conservationist
9. UCCE Report – Jeffery Stackhouse

10. REVIEW ANNUAL CALENDAR* – Staff

11. SALT RIVER PROJECT UPDATE* - Staff

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

13. STRATEGIC PLANNING

14. NEXT REGULAR MEETING: Thursday, February 11, 2016 at 8 a.m.
   Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

15. CLOSED SESSION - PERSONNEL

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 Meeting
Minutes of December 10, 2015

1. **Call to Order**
   Dan Cohoon Chairman, 8:02 a.m.

2. **Introductions**
   Directors Present: Dan Cohoon, Gary Markegard, Hugo Klopper, Gary Belli, Pete Bussman
   Directors Excused: Jim Renner, Mark Moore
   Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Doreen Hansen
   Staff Excused: Summer Daugherty, Frances Tjarnstrom
   Guests: Jon Shultz-District Conservationist NRCS, Jeff Stackhouse-UCCE Livestock Advisor
   Public: Uri Driscoll

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 Belli provided a brief up-date on current activities as related to the Ocean Ranch Delta Restoration project.

7. **Board Action Items**

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

   *Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from November 12 2015. Second by Director Belli. Ayes-Director Klopper, Bussman. Noes-None.*

   7.2 Discussion and Approval of November 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 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, pay contractors/contractor invoices as matching funds are received and to request disbursement from the Lytle Foundation Line of Credit if no additional payments received. Second by Director Bussman. Ayes- Director Belli, Klopper. Noes-None

7.3 Resolution #15-32 authorizing staff to submit a proposal to the State Coastal Conservancy and sign contracts as necessary.

Motion by Director Markegard to accept and adopt Resolution 15-32 authorizing staff to submit State Coastal Conservancy Proposition 1 grant funding proposal and sign contracts as necessary. Second by Director Bussman. Ayes- Director Klopper, Belli. Noes-None

8. NRCS Report-Jon Shultz-District Conservationist NRCS
Shultz provided the Board an update on current program activities, future program funding opportunities, and staffing changes. Additional information provided to the Board about the California Special Districts Association Annual Meeting attended by Shultz. Shultz noted that the meeting was well attended by RCDs throughout the State who discussed regional conservation issues as related to day to day operations and emergency needs. Forestry concerns, climate change, carbon sequestration and base funding for RCDs were a few of the discussion topics.

9. UCCE Report-Jeff Stackhouse
Stackhouse updated on the current 4-H Program as related to the demographics of participants, discussion taking place regarding Forestry Biomass concerns and the future of Co-Generation Plants, UCCE staff positions that have been filled and/or modified including a Fire Advisor position to be filled in Spring 2016 at the Eureka UCCE office, and grant applications are underway for various project activities.

10. District Staff Reports and Other RCD Project Updates
Summary of District activities provided in Board packet. Additional discussion held on completion of White Slough Wetland Restoration Project Phase 1 construction, funding proposals submitted and awarded by the HCRCRD, and status of HCRCRD annual audit. Staff provided brief informational update on Eel River Estuary and Centerville Slough Enhancement Project Notice of Preparation meeting held December 9th.

Staff provided an update on current Salt River Ecosystem Restoration 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.

11. Strategic Planning
Board, Staff and NRCS working to contract with a facilitator. Tentatively scheduled for February 2016.

12. Personnel-Executive Director Review Process
Board directed Executive Director to prepare a written response as to fulfillment of specific tasks outlined in the HCRCD Job Description.

13. **Next Regular Meeting**-
   Thursday, January 14, 2016 at 8 a.m.
   Agricultural Center, 5630 South Broadway, Eureka, CA

14. **Adjournment**-
   The Board adjourned at 10:07 a.m.
AGENDA
Thursday, Feb. 11, 2016
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:
   ➢ Karuk Tribe – Letter re: CEQA request for formal notification of proposed projects within Tribe’s geographic area of traditional and cultural affiliation
   ➢ GHD – Proposed Scope to assist in identifying a potential solution to reduce flooding from Williams Creek within Salt River Ecosystem Restoration Project footprint
   ➢ BioEngineering Associates – Miranda Dairy Eel River bank failure site
   ➢ US Census Bureau – 2016 Governmental Units Survey
   ➢ NCRS – Sediment Basin Proposal on the NRCS Vevoda/Albin Floodplain Easement

   Outgoing:
   ➢ County Supervisor Rex Bohn - Salt River Ecosystem Restoration Project funding update & Williams Creek

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 January 14, 2016* presented for approval
   7.2 January Financial Report presented for approval (Handout)
7.3 Resolution 16-01 authorizing staff to submit a full proposal to the Ocean Protection Council Proposition 1 grant program and sign contracts as necessary

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

9. **UCCE Report** – Jeffery Stackhous, UCCE Livestock Advisor

10. **SALT RIVER PROJECT UPDATE*** - Staff

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

12. **NEXT REGULAR MEETING:** Thursday, March 10, 2016 at 8 a.m.
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

13. **ADJOURNMENT**

*HCRC Board of Directors and Staff will immediately begin a full-day of Strategic Planning after the Board Meeting. The planning session is expected to conclude at 5pm.

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Humboldt County Resource Conservation District
Board of Directors Meeting
Minutes of January 14, 2016

1. **Call to Order**-
   Dan Cohoon Chairman, 8:02 a.m.

2. **Introductions**-
   Directors Present: Dan Cohoon, Mark Moore, Gary Markegard, Gary Belli,
   Directors Excused: Jim Renner, Hugo Klopper, Pete Bussman
   Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Frances Tjarnstrom
   Staff Excused: Summer Daugherty, Doreen Hansen
   Guests: Rex Bohn-Humboldt County District Supervisor
   Public: Jeremy Svehla-GHD

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**-
   None

7. **Board Action Items**-
   7.1 Discussion and Approval of Board Minutes from December 10, 2015.

   *Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from November 12 2015. Second by Director Moore. Ayes-Director Belli. Noes-None.*

   7.2 Discussion and Approval of December 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 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, pay contractors/contractor invoices as matching funds are received and to request disbursement from the Lytle Foundation Line of Credit if no additional payments received. Second by Director Belli. Ayes-Director Moore. Noes-None

Draft Audit prepared by Aycock and Edgmon, CPA Ending Fiscal Year June 2014 was provided to Board members for review. Discussion to be continued in March.

8. NRCS Report-Jon Shultz-District Conservationist NRCS
   No Report

9. UCCE Report-Jeff Stackhouse
   No Report

10. Review of Annual HCRCD Calendar
    Activities calendar provided to Board members for review. Calendar includes Director and Committee meeting dates, strategic planning dates, contract ending dates and other staff related operational notes organized by month.

11. Salt River Project Update
    Staff provided an update on current Salt River Ecosystem Restoration 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. Jeremy Svehla, GHD discussed project foot print and design features. Rex Bohn, Humboldt County Supervisor Staff updated on secured funding, up-coming funding opportunities and continued work 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.

13. Strategic Planning
    Board, Staff and NRCS working to contract with a facilitator. Scheduled for February 11, 2016 immediately following the board meeting.

14. Next Regular Meeting
    Thursday, February 11, 2016 at 8 a.m.
    Agricultural Center, 5630 South Broadway, Eureka, CA

15. Personnel-Executive Director Review Process
    Personnel performance evaluation of Executive Director by Board of Directors.
    Motion by Director Moore to approve a positive review and salary increase as outlined in 2015 hiring letter of Executive Director Jill Demers, Second by Director Markegard. Ayes-Director Belli. Noes-None.

16. Adjournment
    The Board adjourned at 10:35 a.m.
AGENDA
Thursday, March 10, 2016
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. PRESENTATION - Evan Engber of BioEngineering Associates - Miranda Family Dairy Bank Erosion

6. DISTRICT CORRESPONDENCE (Circulated at meeting)
   
   Incoming:
   - SRF - Salmonid Restoration Conference April 6 – 9 at River Lodge
   - SDRMA – No increase on Property/Liability Program Package for 2016-17
   - SDRMA – No increase on Workers’ Compensation Program for 2016-17
   - CSDA – CSDA Board of Directors Call for Nominations
   - SDRMA – Property/Liability Longevity Distribution
   - CSDA – Investment Options for Special Districts

   Outgoing:
   - NRCS - HCRCF Response to NRCS February 4, 2016 Memo Regarding Salt River Ecosystem Restoration Project Proposed Sediment Management Area on the NRCS Vevoda/Albin Floodplain Easement

7. HCRCF 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
7.1 Minutes for meeting of February 11, 2016* presented for approval
7.2 February Financial Report presented for approval (Handout)
7.3 Resolution 16-02 authorizing staff to submit a proposal to the CDFW Fisheries Restoration Grants Program and sign contracts as necessary

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

10. UCCE Report – Jeffery Stackhous, UCCE Livestock Advisor

11. SALT RIVER PROJECT UPDATE* - Staff

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

13. NEXT REGULAR MEETING: Thursday, April 14, 2016 at 8 a.m.
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

14. ADJOURNMENT

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Humboldt County Resource Conservation District
Board of Directors Meeting
Minutes of February 11, 2016

1. **Call to Order**
   Dan Cohoon Chairman, 8:06 a.m.

2. **Introductions**
   Directors Present: Dan Cohoon, Mark Moore, Gary Markegard, Gary Belli, Hugo Klopper, Pete Bussman
   Directors Excused: Jim Renner,
   Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Frances Tjarnstrom, Summer Daugherty, Doreen Hansen
   Staff Excused:
   Guests: Jon Shultz-NRCS District Conservationist; RaeAnn Dubay NRCS Area Resource Conservationist: Evan Engber, President, BioEngineering Associates, Inc.

3. **Additions or Changes to the Agenda**
   Two additional correspondence received for review; State Controller 2015 Government Compensation Report and Jim Regli landowner letter.

4. **Public Comment**
   Bio Engineering Associates request for presentation to the Board to discuss current erosion on Miranda Property river bank near Fernbridge. Board directed Executive Director to coordinate for March Board Meeting Agenda item.

5. **District Correspondence**
   Summary provided and all documents circulated at meeting for review by the Directors and others present. Discussion held in regards to the landowner letter received. Board directed staff to extend invitation for presentation to the Board in regards to Williams Creek.

6. **HCRCD Director's Reports, Request or Announcements**
   Director Moore updated that the Buckeye is pursuing additional information regarding Wolf related issues.

7. **Board Action Items**
   7.1 Discussion and Approval of Board Minutes from January 14, 2016.
   
   *Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from January 14, 2016. Second by Director Moore. Ayes-Director Belli, Klopper, Bussman. Noes-None.*

   7.2 Discussion and Approval of January 2016 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 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, pay contractors/contractor invoices as matching funds are received and to request disbursement from the Lytle Foundation Line of Credit if no additional payments received. Second by Director Moore. Ayes-Director Belli, Klopper, Bussman. Noes-None.

7.3 Resolution 16-01 authorizing staff to submit a full proposal to the Ocean Protection Council Proposition 1 Grant Program and sign contracts as necessary.

Motion by Director Markgard to accept and adopt Resolution 16-01 authorizing staff to submit a full proposal to the Ocean Protection Council Proposition 1 Grant Program and sign contracts as necessary. Second by Director Moore. Ayes-Director Bussman, Klopper, Belli. Noes-None

8. NRCS Report-Jon Shultz-District Conservationist NRCS
Shultz provided the Board an update on current program activities on the Elk River Stewardship Program and Eel River Estuary Centerville Project, future program funding opportunities through NRCS programs such as EQIP and WRE, and an administrative update as related to staff and office space.

9. UCCE Report-Jeff Stackhouse
No Report

10. Salt River Project Update
Update provided in Summary of District activities provided in Board Packet. No further discussion held.

11. District Staff Reports and Other RCD Project Updates
Summary of District activities provided in Board packet.

12. Next Regular Meeting
Thursday, March 10, 2016 at 8 a.m.
Agricultural Center, 5630 South Broadway, Eureka, CA

13. Adjournment
The Board adjourned at 9:16 a.m. and moved into Long-Range Planning Session, facilitated by RaeAnn Dubay NRCS.
HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT
GRAZING COMMITTEE MEETING

WEDNESDAY, MARCH 16
9:30 AM

Location: Humboldt Agricultural Center

1. Call to Order
2. Discussion of CDFW Wildlife Management Areas
AGENDA

Thursday, April 14, 2016
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. WILLIAMS CREEK - Affected Landowners & Staff Update

6. DISTRICT CORRESPONDENCE (Circulated at meeting)

   Incoming:
   ➢ USDA Six Rivers National Forest: public meetings regarding Dobbyn Creek Sudden Oak Death Project
   ➢ LAFCo: Proposed LAFCo Budget for FY16/17
   ➢ J. Bruce Rupp, Humboldt Bay Municipal Water District Director: Request for support on LAFCo Ballet
   ➢ SDRMA: Bylaw revisions for member review
   ➢ SDRMA: Requirement to post California’s Pregnancy Disability Leave Notice
   ➢ Debra D. Lake, retired Postmaster: Request for support on LAFCo Ballet
   ➢ Nilsen Feed & Grain: Notification of approved customer account

   Outgoing:
   ➢ Building Your Bottom Line Soil Health Workshop May 12th
   ➢ Information regarding CDFW Request for Proposals for Humboldt County Wildlife Management Areas

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
   7.1 Minutes for meeting of March 10, 2016* presented for approval
9. NEW BUSINESS
   8.1 Conflict of Interest Code*
   8.2 Distribute Conflict of Interest Form 700
   8.3 Staffing needs

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

11. UCCE Report – Jeffery Stackhouse, UCCE Livestock Advisor

12. SALT RIVER PROJECT UPDATE* - Staff

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

14. NEXT REGULAR MEETING: Thursday, May 12, 2016 at 8 a.m.
    Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

15. ADJOURNMENT

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Humboldt County Resource Conservation District
Board of Directors Meeting
Minutes of Directors March 10, 2016

1. Call to Order-
   Dan Cohoon Chairman, 8:02 a.m.

2. Introductions-
   Directors Present: Dan Cohoon, Mark Moore, Gary Markegard, Gary Belli, Pete Bussman
   Directors Excused: Jim Renner, Hugo Klopper
   Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Frances Tjarnstrom, Summer Daugherty, Doreen Hansen
   Staff Excused:

3. Additions or Changes to the Agenda-
   Additional correspondence received for review-add to Item #6.

4. Public Comment-
   No.

5. Presentation-Evan Engber of BioEngineering Associates-Miranda Family Dairy Bank Erosion
   Presentation provided on erosion concerns along the south side of the Eel River stream bank, east of the Fernbridge South approach. Discussion was held regarding historical direction of the channel, current impacts of the flow on the stream bank as it is eroding away pasture land and creating potential concern for the Fernbridge approach. A PowerPoint presentation was provided showcasing treatment methods used by BioEngineering Associates in other stream bank stabilization projects. BioEngineering Associates was seeking support from the Board of Directors as they pursue funding opportunities. The Board requested additional information be provide to Staff regarding the process as it becomes available; Board will consider individual action items via resolution related to the grant application process.

6. District Correspondence-
   Summary provided and all documents circulated at meeting for review by the Directors and others present. Additional items received-
   Incoming: SRF - Salmonid Restoration Conference April 6 – 9 at River Lodge SDRMA – No increase on Property/Liability Program Package for 2016-17 SDRMA – No increase on Workers’ Compensation Program for 2016-17 CSDA – CSDA Board of Directors Call for Nominations SDRMA – Property/Liability Longevity Distribution CSDA – Investment Options for Special Districts Annual NCAQMD Burn Report GHD, Inc. Notice of Completion 2015 Salt River Middle 2A Construction
7. **HCRCD Director's Reports, Request or Announcements**
   Director Markegard noted upcoming RC and D meeting on April 6th
   Director Bussman informed Board on personal meeting with USFWS and NOAA agency
   representatives regarding Frances Creek for further understanding of creek function.

8. **Board Action Items**

8.1 Discussion and Approval of Board Minutes from February 11, 2016.

   *Motion by Director Markegard to approve Humboldt County Resource Conservation District
   Board Minutes as presented from February 11, 2016. Second by Director Bussman. Ayes-Director
   Belli, Moore. Noes-None.*

8.2 Discussion and Approval of February 2016 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 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, pay
   contractors/contractor invoices as matching funds are received and to hold Bertha Russ Lytle
   funds in reserve pending receipt of additional outstanding contract payments. Second by
   Director Markegard. Ayes-Director Belli, Bussman. Noes-None.*

8.3 Resolution 16-02 authorizing staff to submit a proposal to the California Department of Fish and
   Wildlife Fisheries Restoration Grant Program and sign contracts as necessary.

   *Director Moore Excused*

   *Motion by Director Markegard to accept and adopt Resolution 16-02 authorizing staff to submit a
   proposal to the California Department of Fish and Wildlife Fisheries Restoration Grant Program
   and sign contracts as necessary. Second by Director Bussman. Ayes-Director Belli. Noes-None*
Shultz provided the Board an update regarding current program activities, program funding opportunities through NRCS programs such as EQIP and WRE, cooperative agreements between RCD and NRCS, upcoming Dairy Technical team start up meeting and an administrative update as related to staff.

10. UCCE Report-Jeff Stackhouse
No Report

11. Salt River Project Update
Discussion held regarding 2016 Salt River project implementation schedule. Concern expressed over ability for the Project’s Sediment Management Area to meet engineering requirements requested by NRCS on their floodplain easement. The HCRCD, NRCS, landowners and supporting agencies are working together to resolve current issues. A facilitated meeting of HCRCD, NRCS (easement holder), landowner, and Salt River Watershed Council to be held ASAP.

Monitoring and surveys continue to be completed in accordance with project requirements. Staff and consultants continue work with landowners along the project area. Staff updated on secured funding and up-coming funding opportunities for Salt River activities.

12. District Staff Reports and Other RCD Project Updates
Summary of District activities provided in Board packet. Draft HCRCD Long Range Plan provided to Board Directors to take for review. Discussion to be held at future meeting.

13. Next Regular Meeting
Thursday, April 14, 2016 at 8 a.m.
Agricultural Center, 5630 South Broadway, Eureka, CA

14. Adjournment
The Board adjourned at 10:37 a.m.
AGENDA

Thursday, May 12, 2016

8:00 A.M.

Agricultural Center – Ag Commissioner’s Office – 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. DISCUSSION AND APPROVAL OF AUDITS – ACTION
   ➢ Presentation by Stacey Edgmon, CPA, Aycock and Edgmon

6. DISTRICT CORRESPONDENCE (Circulated at meeting)
   Incoming:
   ➢ CSDA: Proposed Bylaws Update
   Outgoing:
   ➢ Letter of Reference for Mr. Bobby Dolcini – CDFW Grazing Lease
   ➢ Letter of Reference for Mr. Grant Pedrotti – CDFW Grazing Lease
   ➢ Thank You Letter to Sequoia Park Zoo Quarters for Conservation Program Donation of $1,500 to Salt River Ecosystem Restoration Project

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
   7.1 Minutes for meeting of March 10, 2016* presented for approval
   7.2 March Financial Report presented for approval (Handout)

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

10. UCCE Report – Jeffery Stackhouse, UCCE Livestock Advisor

11. SALT RIVER PROJECT UPDATE* - Staff

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

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.
13. NEXT REGULAR MEETING:  Thursday, June 9, 2016 at 8 a.m.
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

14. ADJOURNMENT

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Humboldt County Resource Conservation District
Board of Directors Meeting
Minutes of April 14, 2016

1. **Call to Order**-
   Dan Cohoon Chairman, 8:09 a.m.

2. **Introductions**-
   Directors Present: Dan Cohoon, Mark Moore, Gary Markegard, Jim Renner, Hugo Klopper, Pete Bussman
   Directors Excused: Gary Belli
   Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Frances Tjarnstrom, Summer Daugherty, Doreen Hansen
   Staff Excused:
   Guests: Rex Bohn-Humboldt County District Supervisor, Jon Shultz-NRCS District Conservationist, Jeff Stackhouse-UCCE Livestock Advisor, Dennis DelBiaggio-Salt River Watershed Council (SRWC), Dave Carr-SRWC, Jay Parrish-SRWC, Melissa Lema-Western United Dairymen, Ann Barbata, Stu Titus, Andy Albin, Jim Regli, Francis Brazil, Brian Barbata

3. **Additions or Changes to the Agenda**-
   - Correction Item 7.5-Should read Resolution 16-03
   - Correction Item 14-Next regular Board of Director’s Meeting to be held in Ag Commissioners Conference Room May 12, 2016.

4. **Public Comment**-
   J. Regli expressed concern for lack of information available to the members of the Community regarding Williams Creek as it relates to the Salt River Ecosystem Restoration Project, timeliness of relief efforts and the impact on agricultural lands.

   A. Barbata offered appreciation to the HCRCD Board for allowing the residents of Williams Creek area to voice concerns and the HCRCD involvement in Williams Creek efforts. She expressed concerns for the ability for emergency services to respond to the area during times of flooding and devastation of the homes and land caused by flooding.

   D. Del Biaggio, Chairman of the Salt River Watershed Council recognized that the SRWC is the ears for the Community, and that the SRWC is there to provide support for Salt River and Williams Creek project efforts.

   Humboldt County District Supervisor Bohn provided an update on tax relief provided to the impacted areas of Ambrosini Lane and continued efforts to find assistance to the residents.

5. **Williams Creek Update**-
   Power point presentation and handouts provided to Directors and Guests summarizing Williams Creek flooding and relationship to the Salt River Ecosystem Restoration Project. Discussion held outlining steps necessary to address the concerns on Williams Creek and potential timeline of
activities need to design a project that can benefit the Community. Guests, Landowners and Directors discussed the need for funding, assessments to the area, Community support and involvement, and options for emergency relief efforts.

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

7. HCRCD Director's Reports, Request or Announcements-
Director Markegard updated on RC and D meeting. RC and D continuing to work toward organizational stability. Currently have projects underway in Trinity and Del Norte Counties.

Director Klopper provided an update to the Board on a California Cattlemen's Association State meeting discussion of current State Water Board regulations regarding water division usage, and proposed monitoring and metering requirements. Also provided information regarding antibiotic usage in livestock and California Highway Patrol vehicle size and weight regulations.

8. Board Action Items-
8.1 Discussion and Approval of Board of Directors Meeting Minutes from March 10, 2016.

Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from March 10, 2016. Second by Director Moore. Ayes-Director Renner, Klopper, Bussman. Noes-None.

8.2 Presentation and Approval of Humboldt County RCD Long Range Plan.

Motion by Director Markegard to approve Humboldt County Resource Conservation District Long Range Plan. Second by Director Moore. Ayes-Director Renner, Klopper, Bussman. Noes-None.

8.3 Presentation and Approval of Humboldt County RCD Annual Plan.

Motion by Director Moore to approve Humboldt County Resource Conservation District Annual Plan. Second by Director Markegard. Ayes-Director Renner, Klopper, Bussman. Noes-None.

8.4 LAFCo Ballet

Motion by Director Markegard to nominate Bruce Rupt for LAFCo Director position. Second by Director Moore. Ayes-Director Renner, Klopper, Bussman. Noes-None.

8.5 Resolution 16-03 authorizing staff to submit a proposal to the State Coastal Conservancy's Proposition 1 Solicitation and sign contracts as necessary.

Motion by Director Markgard to accept and adopt Resolution 16-02 authorizing staff to submit a proposal to the State Coastal Conservancy's Proposition 1 Solicitation and sign contracts as necessary. Second by Director Bussman. Ayes-Director Klopper, Renner, Moore. Noes-None

8.6 Discussion and Approval of March 2016 Financial Report. (Handout Provided)
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. Additional discussion held in regards to consultant and contractor contract budget tracking and competitive rates.

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, pay contractors/contractor invoices as matching funds are received and to hold Bertha Russ Lytle funds in reserve pending receipt of additional outstanding contract payments. Second by Director Bussman. Ayes-Director Klopper, Renner, Moore. Noes-None.

9. New Business-
9.1 Brief discussion and review of current Humboldt County Resource Conservation District Conflict of Interest Code.

9.2 Staff distributed Conflict of Interest Form 700 to Directors for submission to County Clerk.

9.3 Discussion held regarding HCRCD current projects and staff availability to complete tasks effectively and efficiently. Executive Director presented a job description for a Temporary Part-Time employee to assist with field activities and related work through the construction season of May to September. Board directed staff to finalize job description and place a posting for a Temporary Part-Time opening.

10. NRCS Report-Jon Shultz-District Conservationist NRCS
Shultz provided the Board an update regarding current program activities, program funding opportunities through NRCS programs such as EQIP and WRE, cooperative agreements between RCD and NRCS, Dairy Technical team meetings and an administrative update as related to staff. Shultz updated on Agricultural Center building leasing status and scheduled exterior painting.

11. UCCE Report-Jeff Stackhouse
Stackhouse provided an update on the new Fire Advisor in the Eureka UCCE office, Oak Restoration projects, Coyote Brush removal methods trial, Aleutian Goose, and continuing legislative actions as related to Forestry and Biomass.

12. Salt River Project Update
Discussion held regarding 2016 Salt River project implementation schedule. Continued discussion regarding the Project’s Sediment Management Area to meet engineering requirements requested by NRCS on their floodplain easement. The HCRCD, NRCS, landowners and supporting agencies are working together to finalize construction design plans and bid documents.

Monitoring and surveys continue to be completed in accordance with project requirements. Staff and consultants continue work with landowners along the project area. Staff updated on secured funding and up-coming funding opportunities for Salt River activities.

13. District Staff Reports and Other RCD Project Updates
Summary of District activities provided in Board packet. Brief update provided to Directors regarding California Department of Fish and Wildlife Request for Bids on Wildlife Management Areas.

14. Next Regular Meeting
   Thursday, May 12, 2016 at 8 a.m.
   Agricultural Center – Ag Commissioners Conference Room, 5630 South Broadway, Eureka, CA

15. Adjournment
   The Board adjourned at 10:40 a.m.
AGENDA
Thursday, June 9, 2016
8:00 A.M.
Agricultural 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. DISCUSSION AND APPROVAL OF AUDITS – ACTION
   ➢ Presentation by Stacey Edgmon, CPA, Aycock and Edgmon

6. DISTRICT CORRESPONDENCE (Circulated at meeting)
   **Incoming:**
   ➢ Sarah Poff: Redwood Meat Quarterly Report
   ➢ Department of Industrial Relations: Reminder to File Annual Reports
   ➢ LAFCo: Results of Special District Member Elections
   ➢ Torres Martinez Desert Cahuilla Indians: Request of Formal Notification of Proposed Projects
   **Outgoing:**
   ➢ Andrew Albin: Response to May 9th Proposal to the HCRCD

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
   7.1 Minutes for meeting of May 12, 2016* presented for approval
   7.2 May Financial Report presented for approval (Handout)
   7.3 Resolution 16-04: Authorizing staff to submit proposal(s) to the CDFW Proposition 1 Wetland Restoration Grant Program and sign contracts as necessary
   7.4 Resolution 16-05: Authorizing staff to submit Application for Federal Assistance to the US Fish and Wildlife Service and sign contracts as necessary
7.5 Resolution 16-06 : Authorizing staff to submit to the NRCS Conservation Innovation Grants (CIG) program and sign contracts as necessary

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

10. UCCE Report – Jeffery Stackhouse, UCCE Livestock Advisor

11. SALT RIVER PROJECT UPDATE* - Staff

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

13. PERSONNEL - EXECUTIVE DIRECTOR REVIEW

14. NEXT REGULAR MEETING: Thursday, June 9, 2016 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 12, 2016

1. **Call to Order**-
   Dan Cohoon Chairman, 8:03 a.m.

2. **Introductions**-
   Directors Present: Dan Cohoon, Mark Moore, Gary Markegard, Gary Belli, Hugo Klopper, Pete Bussman
   Directors Excused: Jim Renner
   Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Doreen Hansen
   Staff Excused: Frances Tjarnstrom, Summer Daugherty

3. **Additions or Changes to the Agenda**-
   • Correspondence-Add Letter from Humboldt Weed Management Area.

4. **Public Comment**-
   No Public Comment

5. **HCRCD Audit Presentation by Stacey Edgmon, CPA Aycock and Edgmon**-
   Review and discussion of HCRCD grant revenue and expenditures for the Fiscal Year Ending 2014.

   Motion by Director Moore to accept and approve HCRCD 2014 FY Audit by Stacey Edgmon, CPA Aycock and Edgmon. Second by Director Markegard. Ayes-Director Klopper, Bussman, Belli. Noes-None.

6. **District Correspondence**-
   Summary provided and all documents circulated at meeting for review by the Directors and others present.

7. **HCRCD Director's Reports, Request or Announcements**-
   Director Klopper provided an update on a meeting with California Department of Fish and Wildlife and Senator McGuire. Discussion was held regarding requirements and limitations to bidders as set forth within the CDFW RFP for Grazing activities on Wildlife Management Areas. Additional discussion held about the impacts of elk on public and private lands.

8. **Board Action Items**-
   8.1 Discussion and Approval of Board of Directors Meeting Minutes from April 14, 2016.

   Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from April 14, 2016. Second by Director Belli. Ayes-Director Moore, Klopper, Bussman. Noes-None.
8.2 Discussion and Approval of April 2016 Financial Report. *(Handout Provided)*

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. Additional discussion held in regards to consultant and contractor contract budget tracking and competitive rates.

*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, pay contractors/contractor invoices as matching funds are received and to hold Bertha Russ Lytle funds in reserve pending receipt of additional outstanding contract payments. Second by Director Moore. Ayes-Director Klopper, Belli, Bussman. Noes-None.*

9. NRCS Report-Jon Shultz-District Conservationist NRCS

No Report, NRCS staff not present.

10. UCCE Report-Jeff Stackhouse

No report, UCC staff not present.

11. Salt River Project Update

Update provided by HCRCD Executive Director Demers regarding 2016 implementation of the Salt River Ecosystem Restoration Project. Demers reported the HCRCD staff have been working with 2 landowners, the City of Ferndale, and NRCS, who holds a Floodplain Easement, to implement another season of Salt River Ecosystem Restoration Project construction. The proposed project footprint for 2016 included the connecting of Salt River to Francis Creek, the construction of a sediment management area on the Floodplain Easement, and the restoration of 2,000 linear feet of Francis Creek. Demers provided a map of the proposed project footprint. Demers reported that the two landowners have not provided final approval of project design and are not allowing for access to the project area for implementation of construction activities necessary for the project to move forward in 2016. Demers provided an overview of the landowner requests for both compensation and design changes. The RCD is unable to accommodate these requests due to the restrictions that govern the use of public funds, permit requirements, and project engineering constraints. Despite the setbacks, Demers has directed HCRCD staff and engineers to finalize the design plans so that the HCRCD is ready to go out to bid should the landowners give their approval. Demers anticipates that the construction documents will be ready for bid release in one week from today, or May 19th.

The Board of Directors expressed deep concern regarding the impacts to the surrounding areas and community that may be caused by a delay of construction. Director Moore asked for impacts to the current funding sources should a project delay be experienced. Demers outlined that finalized funding of pending grants could be jeopardized and those currently in place could potentially incur a funding decrease relative to project tasks completed as outlined in the original funding agreement.
Further discussion was held as to causes for delay. Demers provided an overview of landowner design concerns as well as request made by landowners for compensation. Demers also clarified that the Salt River Project could move forward without the support of the landowners on Francis Creek south of Port Keyon Bridge, but the completion of the Salt River Project, including the connection to Williams Creek, is dependent on the connection of Francis Creek to the Salt River and the construction of a sediment management area. The Salt River Project cannot continue to move upstream without connecting Francis Creek to the Salt River via the sediment management area.

Director Moore asked Mr. Albin, what the Board can do to move forward. Mr. Albin expressed that he wants a good project and that he has concerns about downstream and upstream issues. Mr. Albin expressed that he supports the Salt River channel design, but is concerned for the loss of agricultural production on his land that will be imposed by the construction of the sediment management area. Mr. Albin states that Luis Laracuente, NRCS State Engineer, offered the suggestion that Mr. Albin should request compensation from the HCRCD for agricultural losses, and Mr. Albin proposed potential approaches for compensating him for the loss. Director Cohoon outlined the inability for the HCRCD to compensate landowner with project funds, as they are designated for specific project activities as granted by the funding agencies. Director Belli addressed the NRCS Easement Floodplain owned by Mr. Albin where the sediment management area is proposed to be placed. Director Belli ask if the intent of NRCS Floodplain Easement placed within the Salt River Project footprint and paid for with public dollars was to support the Salt River project. Mr. Albin noted that he believed the Floodplain Easement was not purchased to facilitate the Salt River Project, and that without the Salt River Project, the Floodplain Easement is currently meeting its function as intended. Director Belli noted that NRCS knowingly purchased an Easement directly in the middle of the Salt River Project and asked why they are not accountable to that now. Director Cohoon noted that NRCS staff is not present to ask details of their understanding of the Easement.

Director Klopper inquired on the possibilities of a modified design for the current construction season to continue working forward while landowner concerns are addressed. Mr. Svehla of GHD, Inc., the lead engineering firm for the HCRCD, addressed the impacts of modifications to the design and the process for potential changes as they relate to the project footprint as a whole. Options will be taken into consideration and reviewed for viability. Director Klopper asked questions regarding the bid process. Due to the quantity of earthmoving work, Mr. Svehla recommended that the HCRCD issue a notice to proceed by mid-July, and therefore the bid package should be released by late May.

Mr. Nelson expressed concern regarding potential lawsuits generated by affected landowners upstream. Mr. Nelson also noted that Mr. Albin purchased the property after the NRCS Easement was in place. Mr. Albin noted that he had lengthy discussions with NRCS staff, studied easement language, talked to attorney, and spoke to the previous landowner, Mr. Vevoda, prior to closing on the property.

Despite the current delays, the HCRCD Board has directed Executive Director Demers to continue moving forward with final design plan submittals to permitting and funding agencies, preparing construction bid documents, and continue efforts in cooperation the City, County, and Watershed Council to secure project approval from the landowners within the project footprint by the end of May.

12. District Staff Reports and Other RCD Project Updates
Summary of District activities provided in Board packet.

13. **Next Regular Meeting**
   Thursday, June 9, 2016 at 8 a.m.
   Agricultural Center- Auditorium, 5630 South Broadway, Eureka, CA

14. **Adjournment**
   The Board adjourned at 10:26 a.m.
AGENDA

Thursday, July 14, 2016

8:00 A.M.

Agricultural 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 LAFCo: Final Budget for Fiscal Year 2016-17
   - Food, Fibers and Flowers: Status and use of USDA-NRCS Land Evaluation & Site Assessment & soils survey
   - Ann Barbata: Communication to NRCS Chief Weller re: Salt River Ecosystem Restoration Project

   **Outgoing:**
   - Headwaters Fund: Letter of Interest
   - Coastal Commission: Status of Salt River Ecosystem Restoration Project
   - UCCE: Comments re: Humboldt & Del Norte Dairy Advisor Position

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 9, 2016* presented for approval
   7.2 May Financial Report presented for approval (Handout)
   7.3 Fiscal Year 2016/2017 Budget presented for approval (Handout)

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

9. UCCE Report – Jeffery Stackhouse, UCCE Livestock Advisor

10. SALT RIVER PROJECT UPDATE* - Staff
11. DISTRICT STAFF REPORTS and RCD PROJECT UPDATES* – Staff
12. PERSONNEL - EXECUTIVE DIRECTOR REVIEW
13. NEXT REGULAR MEETING: Thursday, August 11, 2016 at 8 a.m.
   Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA
14. ADJOURNMENT

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1. **Call to Order**- Dan Cohoon, Chairman 8:02am
2. **Introductions**-
   - Directors Present: Dan Cohoon, Jim Renner, Gary Belli, Pete Bussman
   - Directors Excused: Hugo Klopper, Gary Markegard, Mark Moore
   - Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Doreen Hansen, Frances Tjarnstrom,
   - Staff Excused: Summer Daugherty
   - Guests: Rex Bohn-Humboldt County District Supervisor, Denver Nelson-Watershed Council, Jon Shultz-NRCS District Conservationist, Jeff Stackhouse-UCCE Livestock Advisor

3. **Additions or Changes to Agenda**-
   a. Item 8.5 No Action Necessary
   b. Item 6 Outgoing Correspondence – additional correspondence added: Chairman Cohoon: Request to NRCS State Conservationist for meeting the Salt River Ecosystem Restoration Project.

4. **Public Comment**-
   No Comments Received

5. **Discussion and Approval of Audit**-
   HCRCD Audit Presentation by Stacey Edgmon, CPA Aycock and Edgmon. Review and discussion of HCRCD grant revenue and expenditures for the Fiscal Year Ending 2015. Copies to be provided to Directors not present for review and additional follow-up set for future Board Meeting. No action taken.

6. **District Correspondence**-
   Summary provided and all documents circulated at meeting for review by the Directors and others present.

7. **HCRCD Director's Reports, Request, or Announcements**-
   No Reports Provided

8. **Board Action Items**-
   a. Minutes for meeting of May 12, 2016 presented for approval
Motion by Director Bussman to approve Humboldt County Resource Conservation District Board Minutes as presented from May 12, 2016. Second by Director Belli. Ayes-Director Renner, Cohoon Noes-None.

8.2 May Financial Report presented for approval

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. Additional discussion held in regards to consultant and contractor contract budget tracking and competitive rates.

Motion by Director Bussman 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, pay contractors/contractor invoices as matching funds are received and to hold Bertha Russ Lytle funds in reserve pending receipt of additional outstanding contract payments. Second by Director Renner. Ayes-Director Cohoon, Belli. Noes-None.

8.3 Resolution 16-04 Authorizing staff to submit a proposal(s) to the CDFW Proposition 1 Wetland Restoration Grant Program and sign contracts as necessary.

Motion by Director Bussman to adopt Humboldt County Resource Conservation District Resolution 16-04 authorizing staff to submit proposal(s) to the CDFW Proposition 1 Wetlands Restoration Grant Program and sign contracts as necessary. Second by Director Renner. Ayes-Director Cohoon, Belli. Noes-None.

8.4 Resolution 16-05 Authorizing staff to submit an application for Federal Assistance to the US Fish and Wildlife Service and sign contracts as necessary.

Motion by Director Bussman to adopt Humboldt County Resource Conservation District Resolution 16-05 authorizing staff to submit an application for Federal Assistance to the US Fish and Wildlife Services and sign contracts as necessary. Second by Director Renner. Ayes-Director Belli, Cohoon Noes-None.

8.5 Resolution 16-06 No Discussion or Action

9. NRCS District Conservationist Report-Jon Shultz, District Conservationist-
Shultz provided the Board an update regarding current program activities on program funding opportunities through NRCS programs such as EQIP and WQI, administrative updated included interviewing for a Soil Conservationist position and leasing agreement activity between NRCS and GSA for space in the Humboldt County Agricultural Center Building.

10. UCCE Report-Jeff Stackhouse, UCCE Livestock Advisor-
Stackhouse provided the Board an update on future positions at the Humboldt UCCE office: Dairy Advisor and Plant Science Advisor, 4-H enrollments continuing increase, the Fire Advisor has scheduled prescribed burns with local landowners to happen later this fall, Coyote Brush and Milk Thistle control options continuing to be researched and applied, and continued efforts by Yana Valachovic in Oak Woodland Restoration projects and forestry legislative activities.

11. Salt River Project Update-
Update provided by HCRCD Executive Director Demers regarding the postponement of the 2016 implementation of the Salt River Ecosystem Restoration Project following a May 27, 2016 multi-agency meeting. The HCRCD was unable to accommodate requests from landowners for compensation and design changes due Project’s permit requirements and engineering constraints and conflict with the appropriate use of public funds supporting the Project. The HCRCD is bound by fiscal responsibility and the need for transparency, and postponement is necessary at this time for the project to move forward and achieve success. Currently 10 funding grants are held by the HCRCD for Salt River restoration activities. The HCRCD is working with NRCS to resolve concerns within the NRCS Emergency Watershed Protection Program Floodplain Easement. Staff anticipate the Salt River construction will resume in 2017 and the 2017 construction footprint will be larger than the proposed 2016 footprint.

Humboldt County District Supervisor Rex Bohn offered staff and Directors thanks and appreciation for their continued efforts on the Salt River Project. He noted there are health and safety concerns expressed by the Community, as well as the varying perspectives of the project held by landowners. Executive Director Demers noted the continued need for willing landowners for the project to be successful and that through the postponement the RCD will continue their efforts in working with landowners. Director Cohoon noted that understanding of the constraints of the project is key and will be necessary for moving forward with landowners for 2017. Supervisor Bohn acknowledged the NRCS District Conservationist's efforts working with the landowner within the Floodplain Easement as both an agency representative and friend. Supervisor Bohn also acknowledged the need for multi-agency involvement and the need for the Community to understand the constraints of the HCRCD. Director Cohoon agreed the Salt River project is a working partnership. Guest Denver Nelson expressed concern as to how the HCRCD was going to move the project forward. Director Cohoon explained that the HCRCD and agency partners are reviewing agreements, documents, and funding to ensure clarification in regards to all options available to HCRCD. Director Cohoon stated that the HCRCD is moving as best as it can, as fast as it can.

12. District Staff Reports and RCD Project Updates-
Summary of District activities provided in Board packet. Project Coordinator Tjarnstrom provided brief update on CDFW’s Wildlife Management Area grazing lease Requests For Proposals. CDFW received bids on Fay Slough, Mad River Slough, and Cock Robin Island, however no bids received on Salt River Unit. Award announcements have not been made public at this time. Additional discussion to be held by CDFW regarding potential options for the Salt
River Unit in 2016. Executive Director Demers updated on the White Slough Restoration Project 2016 construction season. Project activities for 2016 are uncertain at this time due to availability of sediment.

13. **Personnel-Executive Director Review-**
   Follow-Up with Director Moore regarding formation and a closed session is to be schedule for July Meeting

14. **Next Regular Meeting**- July 14, 2016 8 am Humboldt Agricultural Building

15. **Adjourned**- 9:38am
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 11, 2016
8:00 A.M.
Agricultural 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 July ’14, 2016* presented for approval
   7.2 June Financial Report presented for approval (Handout)
   7.3 Fiscal Year 2016/2017 Budget presented for approval (Handout)
   7.4 Resolution 16-06 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 HCRCD and the U.S. Geological Survey. By including a local agency, the project will benefit by receiving additional federal matching funds. The HCRCD Board of Directors previously approved Resolution 15-27 in September 2015, which authorized a grant application for the same partnership/proposal. The proposal was not funded in the 2015 application cycle.

   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.

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

9. **UCCE Report** – Jeffery Stackhouse, UCCE Livestock Advisor

10. **SALT RIVER PROJECT UPDATE** – Staff

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

12. **CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL—LITIGATION** (Gov. Code section 54956.9(d)(4).): 2)

13. **CLOSED SESSION - PUBLIC EMPLOYEE PERFORMANCE EVALUATION** (Gov. Code section 54957(b)(1).)

14. **NEXT REGULAR MEETING:** Thursday, September 8, 2016 at 8 a.m.
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

15. **ADJOURNMENT**

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Humboldt County Resource Conservation District
Board of Director’s
July 14, 2016
Monthly Meeting Minutes

1. **Call to Order**- Dan Cohoon, Chairman 8:07am

2. **Introductions**-
   - Directors Present: Dan Cohoon, Gary Markegard, Mark Moore, Pete Bussman
   - Directors Excused: Hugo Klopper, Jim Renner, Gary Belli
   - Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Doreen Hansen, Frances Tjarnstrom, Summer Daugherty
   - Staff Excused:
   - Guests: Rex Bohn-Humboldt County District Supervisor, Jon Shultz-NRCS District Conservationist, Jeff Stackhouse-UCCE Livestock Advisor

3. **Additions or Changes to Agenda**-
   - Correspondence-State Coastal Conservancy Williams Creek Planning grant as related to current 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.

6. **HCRCD Director’s Reports, Request, or Announcements**-
   - Director Cohoon provided brief update regarding meeting held between NRCS and HCRCD to discuss floodplain easements and the policies that regulate them.

7. **Board Action Items**-
   - 7.1 Minutes for meeting of June 9, 2016 presented for approval
     
     *Motion by Director Moore to approve Humboldt County Resource Conservation District Board Minutes as presented from June 9, 2016. Second by Director Markegard. Ayes-Director Bussman, Cohoon. Noes-None.*

   - 7.2 June Financial Report presented for approval
     
     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. Additional discussion held in regards to consultant and contractor contract budget tracking and competitive rates.
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, pay contractors/contractor invoices as matching funds are received and to hold Bertha Russ Lytle funds in reserve pending receipt of additional outstanding contract payments. Second by Director Bussman. Ayes-Director Cohoon, Markegard. Noes-None.

7.3 Fiscal Year 2016/2017 Budget Presented for review and potential approval. Executive Director Demers provided a draft HCRCD operating budget for review. Discussion was held regarding the structure of the budget and need by the District to be eligible for future funding opportunities. Additional review to be held between staff and budget committee.

8. NRCS District Conservationist Report-Jon Shultz, District Conservationist-
Shultz provided the Board an update regarding current program activities on program funding opportunities through NRCS programs such as EQIP and NWQI, administrative updated included forward movement of hiring to fill the Soil Conservationist position, range management student intern, and continued forward progress in developing an agreement between NRCS and GSA for space in the Humboldt County Agricultural Center Building.

9. UCCE Report-Jeff Stackhouse, UCCE Livestock Advisor-
Stackhouse provided the Board an update on oak woodland projects, potential controlled prescribed fires on selected local ranches, and support received for dairy and plant specialist positions in June 2017.

10. Salt River Project Update-
Update provided by HCRCD Executive Director Demers regarding the postponement of the 2016 implementation of the Salt River Ecosystem Restoration Project. Demers updated Board as to funds currently available, contracts executed and contracts pending due to delay in project activities. Director Cohoon provided additional information was provided regarding NRCS and HCRCD meeting held July 11 to discuss floodplain easements and policies and legislation. The agency meeting provided clarification to the options available and limitations imposed by the easement. The HCRCD and NRCS are continuing to work in partnership to have a positive working relationship with landowners. Supervisor Bohn expressed his continued support of the Salt River project.

11. District Staff Reports and RCD Project Updates-
Summary of District activities provided in Board packet. Project Coordinator Tjarnstrom provided brief status update on awarded grazing leases on Wildlife Management Areas. Executive Director Demers updated on the White Slough Restoration Project 2016 construction season. White Slough is a multi-agency project requiring extensive coordination. Activities on White Slough for the 2016 year are uncertain at this time. Discussion held as related to permit requirements for monitoring and maintenance as they apply to activities conducted on the Salt River Project Riverside River area.

12. Personnel-Executive Director Review
Directors selected two goals as outlined in the 2016-2019 HCRCD Strategic Plan to be prepared by Executive Director for review and discussion as part of her annual performance evaluation.

13. **Next Regular Meeting**: August 11, 2016 8 am Humboldt Agricultural Building

14. **Adjourned**: 9:48 am
AGENDA

Thursday, September 8, 2016

8:00 A.M.

Agricultural 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:
   
   ➢ Christine Ramsey, CDFW – notice re: FRGP Salt River funding and extension request
   ➢ Sarah Poff – Redwood Meat Company Project Final Update

   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 August 11, 2016* presented for approval
   7.2 July Financial Report presented for approval (Handout)
   7.3 Fiscal Year 2016/2017 Budget presented for approval (Handout)
   7.4 Resolution 16-07 endorsing Humboldt County Resource Conservation District’s participation in the effort to assess the feasibility of creating a Joint Powers Authority for Resource Conservation Districts in the North Coast

   Background – HCRCD is participating with nine other RCDs in the North Coast area to explore ways to increase capacity through the Durable Collaboration program, sponsored by the California Association of Resource Conservation Districts. Participating RCDs in the Durable Collaboration program have identified creation of a Joint Powers Authority as a means to increase capacity for conservation program delivery, staff sharing, and fund development; and
This resolution, if approved, HCRCD directors and staff may participate in a feasibility assessment to identify potential benefits, costs, and possible governing and administrative structures related to developing a Joint Powers Authority among multiple Resource Conservation Districts in the North Coast, and work with partner RCDs in the North Coast to submit a funding proposal to the California Department of Conservation seeking funds to undertake such a feasibility assessment.

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

9. **UCCE Report** – Jeffery Stackhouse, UCCE Livestock Advisor

10. **SALT RIVER PROJECT UPDATE* - Staff**

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

12. **CLOSED SESSION - PUBLIC EMPLOYEE PERFORMANCE EVALUATION** (Gov. Code section 54957(b)(1)).

13. **NEXT REGULAR MEETING:** Thursday, October 13, 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.*
1. **Call to Order**-Dan Cohoon, Chairman 8:02 am

2. **Introductions**-

   **Directors Present:** Dan Cohoon, Gary Markegard, Hugo Klopper, Jim Renner, Gary Belli, Pete Bussman
   
   **Directors Excused:** Mark Moore
   
   **Staff Present:** Jill Demers, Curtis Ihle, Lauri Barnwell, Doreen Hansen, Frances Tjarnstrom, Summer Daugherty
   
   **Staff Excused:**
   
   **Guests:** Rex Bohn-Humboldt County District Supervisor, Jon Shultz-NRCS District Conservationist, Jeff Stackhouse-UCCE Livestock Advisor, Mark Wheelley, Denver Nelson, Andy Albin

3. **Additions or Changes to Agenda**-

   Postponement of Item 7.3-Review of HCRCD 2016/17 FYE Budget until Director Moore Finance Committee representative is present.

4. **Public Comment**-

   Comments directed to Item 10-Salt River Project Update

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**-

   Report provided as part of Item 10-Salt River Project Update.

7. **Board Action Items**-
   
   7.1 Minutes for meeting of July 14, 2016 presented for approval

   
   Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from July 14, 2016. Second by Director Belli. Ayes-Director Bussman, Cohoon, Klopper, Renner  Noes-None.

   7.2 July Financial Report presented for approval

   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. Additional discussion held in regards to consultant and contractor contract budget tracking and competitive rates.
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, pay contractors/contractor invoices as matching funds are received and to request additional funds from Bertha Russ Lytle funds for operating expenditures pending receipt of additional outstanding contract payments. Second by Director Renner. Ayes-Director Cohoon, Belli, Klopper, Bussman. Noes-None.

7.3 Fiscal Year 2016/2017 Budget-Postponed

7.4 Resolution 16-06 Authorizing staff to partner with California Trout and U.S. Geological Survey to submit a joint proposal to Wildlife Conservation Board Wetland Restoration Grant Program. Proposal is under South Fork Eel Water Conservation Program in partnership with the HCRCD and US Geological Survey. By including a local agency, the project will benefit by receiving additional federal match funding. The proposal would help create a standardized methodology for water budget and water diversion management procedures.

Motion by Director Markegard to approve and adopt Resolution 16-06 to authorize staff to partner with California Trout and US Geological Survey to submit a joint proposal to the Wildlife Conservation Board Wetland Restoration Grant Program. Second by Director Klopper. Ayes-Director Cohoon, Belli, Bussman, Renner. Noes-None.

8. NRCS District Conservationist Report-Jon Shultz, District Conservationist-
Shultz provided the Board an update regarding current program activities on program funding opportunities through NRCS programs such as EQIP and WQI, administrative updated included introduction of new hire Adriane Martin, Soil Conservationist and continued forward progress in developing an agreement between NRCS and GSA for space in the Humboldt County Agricultural Center Building.

9. UCCE Report-Jeff Stackhouse, UCCE Livestock Advisor-
Stackhouse provided the Board an update on the Elk River working group, up-coming workshop for prescribed fires, and various research projects underway.

10. Salt River Project Update-
Update provided by HCRCD Executive Director Demers regarding the postponement of the 2016 implementation of the Salt River Ecosystem Restoration Project. Demers updated Board as to funds currently available, contracts executed and contracts pending due to delay in project activities. Additional information was provided regarding HCRCD meeting held August 8 with Congressman Huffman, NRCS, City of Ferndale, County of Humboldt and other State agencies to discuss steps necessary to move forward for construction on the Floodplain Easement in 2017. The Congressman Huffman meeting resulted in additional information, direction and clarification as related to the options available and limitations set forth by NRCS policies, the Emergency Watershed Management Act that funded the acquisition of the Floodplain Easement, and HCRCD’s permits. The HCRCD and agencies are continuing to work in partnership
with landowners to ensure a positive working relationship with landowners, transparency and a successful project.

11. **District Staff Reports and RCD Project Updates**
Summary of District activities provided in Board packet. Brief update provided on construction activities by USFW on the White Slough Restoration Project, no updates from CDFW regarding the Wildlife Management Areas, and staff is continuing to working with local dairy producers on irrigation and fertigation management, as well as ground water monitoring.

*Open Meeting concluded at 9:30am*

12. **Closed Session- Conference with Legal Counsel-Litigation**
Two matters discussed. No legal action taken. Board directed staff to resolve impasse with landowner Andrew Albin and provide update detailing the progress made toward implementing the Salt River Ecosystem Restoration Project during the October 13th Board of Directors meeting.

13. **Closed Session-Public Employee Performance Evacuation**
No Discussion, review postponed.

14. **Next Regular Meeting**-September 8, 2016 8 am Humboldt Agricultural Building

15. **Adjourned**- 11:38am
AGENDA

Thursday, October 13, 2016
8:00 A.M.

Agricultural 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 8, 2016* presented for approval
   7.2 September Financial Report presented for approval (Handout)
   7.3 Fiscal Year 2016/2017 Budget presented for approval (Handout)
   7.4 Resolution 16-08 ratifying landowner agreements pursuant to the Salt River Ecosystem Restoration Project Phase Upper 2A.
   7.5 Resolution 16-09 authorizing the negotiation and execution of agreements pursuant to draft 100% design plans and subsequent bid release for the Salt River Ecosystem Restoration Project 2017 construction footprint (Phases Upper 2A and Lower 2B).

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

9. UCCE Report – Jeffery Stackhouse, UCCE Livestock Advisor

10. SALT RIVER PROJECT UPDATE* - Staff

11. DISTRICT STAFF REPORTS and RCD PROJECT UPDATES* – Staff
12. **NEXT REGULAR MEETING:** Thursday, November 10, 2016 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 5. 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.
1. **Call to Order**-Dan Cohoon, Chairman 8:02 am
2. **Introductions**-
   - Directors Present: Dan Cohoon, Gary Markegard, Hugo Klopper, Jim Renner, Gary Belli, Pete Bussman
   - Directors Excused: Mark Moore
   - Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Doreen Hansen, Frances Tjarnstrom, Summer Daugherty
   - Staff Excused:
   - Guests: Jon Shultz-NRCS District Conservationist, Katie Garrison, Andy Albin
3. **Additions or Changes to Agenda**-
   - Postponement of Item 7.3-Review of HCRCD 2016/17 FYE Budget until Director Moore Finance Committee representative is present.
4. **Public Comment**-
   - None 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.
7. **Board Action Items**-
   - 7.1 Minutes for meeting of August 11, 2016 presented for approval

   Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from August 11, 2016. Second by Director Belli. Ayes-Director Bussman, Cohoon, Klopper, Renner Noes-None.

   7.2 August Financial Report presented for approval

   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. Additional discussion held in regards to consultant and contractor contract budget tracking and competitive rates.

   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, pay contractors/contractor invoices as matching funds are received and to request additional funds from Bertha Russ Lytle funds for operating expenditures pending receipt of additional outstanding contract payments. Second by Director Renner. Ayes-Director Cohoon, Belli, Klopper, Bussman. Noes-None.

7.3 Fiscal Year 2016/2017 Budget-Postponed to future meeting

7.4 Resolution 16-07 endorsing Humboldt County Resource Conservation District's participation in the effort to assess the feasibility of creating a Joint Powers Authority for the Resource Conservation Districts located in the North Coast. HCRCD is participating with 11 other RCDs to explore ways to increase capacity through the Durable Collaboration programs, sponsored by the California Association of Resource Conservation Districts, and the participating RCDs have identified a potential collaborative opportunity for capacity building through a Joint Powers Authority. The Resolution authorizes Directors and Staff to participate in a feasibility assessment to identify potential benefits, cost and possible governing and administrative structures related to developed of a Joint Powers Authority.

Motion by Director Markegard to approve and adopt Resolution 16-07 to authorize staff participation in the effort to assess the feasibility of creating a Joint Powers Authority for Resource Conservation Districts in the North Coast. Second by Director Klopper. Ayes-Director Cohoon, Belli, Bussman, Renner. Noes-None.

8. NRCS District Conservationist Report-Jon Shultz, District Conservationist-
Shultz provided the Board an update regarding current program activities on program funding opportunities through NRCS programs such as EQIP and WQI, administrative updated included current trainings and partnership activities, and continued forward progress on an agreement as related to office space in the Humboldt County Agricultural Center Building.


10. Salt River Project Update-
Update provided by HCRCD Executive Director Demers regarding the postponement of the 2016 implementation of the Salt River Ecosystem Restoration Project. Demers updated Board as to funds currently available, contracts executed, and contracts pending or effected due to the delay in project activities. Additional information was provided regarding HCRCD meetings with Mr. Albin, landowner, and NRCS to discuss the postponement and steps forward to ensure construction activity in 2017. HCRCD staff and Mr. Albin have meet and agreed on documents to be in place by the October 13th HCRCD Board of Directors Meeting. Executive Director Demers provided an update regarding a meeting scheduled with Project regulatory agencies on September 15th. HCRCD and NRCS staff also discussed the status of the NRCS topographic survey to be completed on the Floodplain Easement, and the process of landowner approval to release the data.
The HCRCD and agencies are continuing to work in partnership with landowners and the Salt River Watershed Council to ensure a positive working relationship, transparency and a successful project.

11. District Staff Reports and RCD Project Updates-
   Summary of District activities provided in Board packet. Brief update provided on activities by USFW on the White Slough Restoration Project, no updates from CDFW regarding the Wildlife Management Areas. Staff is closing out the North Coast Irrigation and Fertigation Project with local dairy producers. This project included development of an Excel based workbook that provides the user the opportunity to pull together a variety of data related it irrigation and crops. The HCRCD is continuing to work with the County of Humboldt on ground water monitoring.

   Open Meeting concluded at 9:15am

12. Closed Session—Public Employee Performance Evaluation
   Executive Director Jill Demers received a positive review by the HCRCD Board of Directors and a 3% salary increase as outlined by the HCRCD Personnel Handbook.

13. Next Regular Meeting—October 13, 2016 8 am Humboldt Agricultural Building
14. Adjourned- 10:10 am
AGENDA

Thursday, November 10, 2016
8:00 A.M.

Agricultural Center – Ag Commissioner’s Conference Room – 5630 South Broadway - Eureka

(Items marked with * are attached to director packets)

1. CALL TO ORDER – Dan Cohoon, Chairman
2. INTRODUCTIONS
3. ADDITIONS OR CHANGES TO AGENDA (Gov. Code 54954.2(B)
4. PUBLIC COMMENT PERIOD
Any person may address the Board regarding any matter within the Board’s jurisdiction that is not on the agenda. Speakers are asked to limit comments to three minutes. 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:
     - Jonathan Shultz, NRCS: Summary of CNMP status
     - Ninette Lee, State Lands Commission: Request for Permit Extension
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 13, 2016* presented for approval
   7.2 October Financial Report presented for approval (Handout)
   7.3 Fiscal Year 2016/2017 Budget presented for approval (Handout)
8. NRCS DISTRICT CONSERVATIONIST REPORT - Jon Shultz, NRCS District Conservationist
9. UCCE Report – Jeffery Stackhouse, UCCE Livestock Advisor
10. SALT RIVER PROJECT UPDATE* - Staff
11. DISTRICT STAFF REPORTS and RCD PROJECT UPDATES* – Staff
12. BOARD OF DIRECTORS ANNUAL ORGANIZATIONAL SESSION – ACTION (Cohoon)
• REVIEW BOARD ROSTER & REAPPOINTMENT OF DIRECTORS *
Background: HCRCD Board members are appointed by the Humboldt County Board of Supervisors to serve a four-year term. The term of four current HCRCD Board members will expire on the last day of November of this year. HCRCD is required to notify the Board of Supervisors to any expected vacancy. Those Directors with expiring terms include: Gary Markegard, Mark Moore, Gary Belli, and Peter Bussman).

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

• REVIEW DEPARTMENT OF CONSERVATION DRAFT RCD GOOD GOVERNANCE STANDARDS*
Background: Existing law establishes Resource Conservation Districts (Districts) as legal subdivisions of the State that maintain their own locally appointed or elected independent boards of directors. State law requires the California Department of Conservation (Department) to assist in the formation, organization, and operation of Districts. The Department proposes an accreditation program to meet RCD Standards. The Department proposes to adopt regulations outlining the voluntary application process for Districts to apply for Tier I Good Governance Accreditation after considering all comments regarding the proposed action. The written comment period closes at 5:00 pm on Monday, November 21, 2016. In addition, the 2016 - 2017 State Budget provides $2.5 million to the Department to assist with RCD capacity building efforts. Funding assistance would be used to meet Tier 1 (and Tier 2 and Tier 3) objectives.

• DETERMINE ANY OTHER POLICIES BOARD WISHES TO DEVELOP

• 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 Committees:
  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 – Establish this year’s guidelines for the Board’s performance evaluation of the Executive Director.

13. NEXT REGULAR MEETING:  Thursday, December 8, 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 5. 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.
1. **Call to Order**-Dan Cohoon, Chairman 8:05 am

2. **Introductions**-
   Directors Present:  Dan Cohoon, Gary Markegard, Hugo Klopper, Jim Renner, Gary Belli, Pete Bussman, Mark Moore
   Directors Excused:

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

   Guests:  Rex Bohn-District Supervisor, Jon Shultz-NRCS District Conservationist, Katie Garrison, Mark Wheatly

3. **Additions or Changes to Agenda**-
   None

4. **Public Comment**-
   None Received

5. **District Correspondence**-
   None Presented

6. **HCRCD Director’s Reports, Request, or Announcements**-
   No Reports

7. **Board Action Items**-
   7.1 Minutes for meeting of September 8, 2016 presented for approval
   
   Motions by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from September 8, 2016. Second by Director Belli. Ayes-Director Bussman, Cohoon, Klopper, Renner Noes-None.

   7.2 Financial Report presented for approval

   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. Additional discussion held in regards to consultant and contractor contract budget tracking and competitive rates.

   Motions 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, pay contractors/contractor invoices as matching funds are received and to
request additional funds from Bertha Russ Lytle funds for operating expenditures pending receipt of additional outstanding contract payments. Second by Director Moore. Ayes-Director Cohoon, Belli, Klopper, Bussman, Renner. Noes-None.

7.3 Fiscal Year 2016/2017 Budget-Draft provided for review, discussion postponed to future meeting.

7.4 Resolution 16-08 ratifying landowner agreements pursuant to the Salt River Ecosystem Restoration Project Upper 2A.

Motion by Director Bussman to approve and adopt Resolution 16-08 to authorize staff to ratify landowner agreements pursuant to the Salt River Ecosystem Restoration Project Upper 2A. Second by Director Markegard. Ayes- Director Cohoon, Belli, Klopper, Moore, Renner. Noes-None.

7.5 Resolution 16-09 authorizing the negotiation and execution of agreements pursuant to draft 100% design plans and subsequent bid release for the Salt River Ecosystem Restoration Project 2017 construction footprint (Phases Upper 2A and Lower 2B.)

Motion by Director Markegard to approve and adopt Resolution 16-08 to authorize staff to negotiation and execution of agreements pursuant to draft 100% design plans and subsequent bid release for the Salt River Ecosystem Restoration Project 2017 construction footprint (Phases Upper 2A and Lower 2B.) Second by Director Moore. Ayes- Director Cohoon, Belli, Klopper, Bussman, Renner. Noes-None.

8. NRCS District Conservationist Report-Jon Shultz, District Conservationist-
Shultz provided the Board an update regarding current activities for contract oversight and field work through NRCS programs such as EQIP and WQI, partnership activities, and continued forward progress on an agreement as related to office space in the Humboldt County Agricultural Center Building.

9. UCCE Report-Jeff Stackhouse, UCCE Livestock Advisor-
Stackhouse provided the Board an update on UCCE administrative staff, prescribed fire projects, and legislative action as related to biomass and co-gen plants.

10. Salt River Project Update-
Update provided by HCRCD Executive Director Demers regarding 2017 implementation activities and design footprint of the Salt River Ecosystem Restoration Project. Demers updated Board as to funds currently available, contracts executed, and contracts pending or effected due to the delay in project activities. Additional information was provided regarding on-going meetings between agency representatives, the HCRCD, consultants and landowner to continue to discuss project design opportunities and constraints as well as plan for the 2017 construction season. The HCRCD and agencies are continuing to work in partnership to ensure a positive working relationship with landowners, ensure transparency and implement a successful project.
Monitoring and survey activities are continuing as part of the Salt River Project permit requirements.

11. **District Staff Reports and RCD Project Updates**-
    Summary of District activities provided in Board packet. Brief update provided on activities completed as part of the North Coast Irrigation and Fertigation Project with local dairy producers and the HCRCD's continuing work with the County of Humboldt on ground water monitoring. Staff will be attending the CARCD Conference in November.

12. **Next Regular Meeting**- November 10, 2016 at 8 am Humboldt Agricultural Building

13. **Adjourned**- 9:16 am
AGENDA

Thursday, December 8, 2016

8:00 A.M.

Agricultural Center – Ag Commissioner’s Conference Room – 5630 South Broadway - Eureka

(Items marked with * are attached to director packets)

1. CALL TO ORDER – Dan Cohoon, Chairman

2. INTRODUCTIONS

3. ADDITIONS OR CHANGES TO AGENDA (Gov. Code 54954.2(B)

4. PUBLIC COMMENT PERIOD
   Any person may address the Board regarding any matter within the Board’s jurisdiction that is not on the agenda. Speakers are asked to limit comments to three minutes. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))

5. PRESENTATION: Salt River Engineering Update – Jeremy Svehla, GHD

6. DISTRICT CORRESPONDENCE (Circulated at meeting)

   Incoming:
   ➢ None

   Outgoing:
   ➢ Mark Lovelace, Chair, Humboldt County Board of Supervisors: Re-appointment of Gary Belli, Peter Bussman, Gary Markegard, and Mark Moore to Humboldt County Resource Conservation District Board of Directors
   ➢ Kathy Hayes, Clerk of the Board, Humboldt County: Re-appointment of the Humboldt County Resource Conservation District Board of Directors by Board of Supervisors action
   ➢ Jonathan Shultz, NRCS: Belli Permit status
   ➢ William Lorenzen, SRERP update & fence status

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

   7.1 Minutes for meeting of November 10, 2016* presented for approval
   7.2 November Financial Report presented for approval (Handout)
   7.3 Oath of Office for Reappointed Directors

9. OLD BUSINESS – ACTION

   8.1 Reimbursement Policy*
8.2 Public Records Request Policy*
8.3 Fee for Service*
8.4 Procurement Policy*
8.5 Required Trainings: Ethics & Sexual Harassment Training – Establish a time to take trainings

10. **NEW BUSINESS**
   9.1 Review Annual Calendar*
   9.2 Review Long-Range Plan*
   9.3 Review Annual Plan & Establish Process for updating for 2017*
   9.4 Review Associate Director Policy

11. **NRCS DISTRICT CONSERVATIONIST REPORT** - Jon Shultz, NRCS District Conservationist
12. **UCCE Report** – Jeffery Stackhouse, UCCE Livestock Advisor
13. **SALT RIVER PROJECT UPDATE** - Staff
14. **DISTRICT STAFF REPORTS and RCD PROJECT UPDATES** – Staff
15. **CLOSED SESSION - PERSONNEL** (Gov. Code section 54957(b)(1).)
16. **NEXT REGULAR MEETING:** Thursday, January 12, 2016 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 707-442-6058 x 5. 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 Director’s
November 10, 2016
Monthly Meeting Minutes

1. **Call to Order**- Dan Cohoon, Chairman 8:00 am

2. **Introductions**-
   
   Directors Present: Dan Cohoon, Gary Markegard, Jim Renner, Gary Belli, Mark Moore
   Directors Excused: Hugo Klopper, Pete Bussman
   Staff Present: Jill Demers, Curtis Ihle, Lauri Barnwell, Doreen Hansen, Summer Daugherty, Frances Tjarnstrom
   Staff Excused:
   Guests: Jon Shultz-NRCS District Conservationist, Jeff Stackhouse-UCCE Livestock Advisor, Denver Nelson

3. **Additions or Changes to Agenda**-
   None

4. **Public Comment**-
   None Received

5. **District Correspondence**-
   A summary letter to NRCS regarding current status of CNMPs and a request for permit extension to State Lands Commission for the Salt River Restoration Project were circulated for review and discussion.

6. **HCRCD Director’s Reports, Request, or Announcements**-
   No Director’s reports or announcements.
   Director Belli requested closed session to hold a personnel discussion at December Board of Director’s Meeting.

7. **Board Action Items**-
   7.1 Minutes for meeting of October 13, 2016 presented for approval

   *Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from October 13, 2016. Second by Director Belli. Ayes-Director, Cohoon, Renner, Moore Noes-None.*

   7.2 Financial Report presented for approval

   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. Additional discussion held in regards to consultant and contractor contract budget tracking and competitive rates.
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, pay contractors/contractor invoices as matching funds are received and to request additional funds from Bertha Russ Lytle funds for operating expenditures pending receipt of additional outstanding contract payments and notification of HCRCD Executive Committee. Second by Director Belli. Ayes-Director Cohoon, Renner, Moore Noes-None.

7.3 Fiscal Year 2016/2017 Budget-Draft provided for review and discussion.

Motion by Director Markegard to approve Humboldt County Resource Conservation District Board draft 2016/2017 fiscal year budget. Second by Director Moore. Ayes-Director Cohoon, Renner, Belli Noes-None.

8. NRCS District Conservationist Report-Jon Shultz, District Conservationist- Shultz provided the Board an update regarding current activities for contract oversight and field work through NRCS programs such as EQIP and WQI, farm bill as related to 2016 election results, and continued forward progress on an agreement as related to office space in the Humboldt County Agricultural Center Building. Discussion held addressing concerns of public perception between agencies and importance of working together to show a strong partnership.

9. UCCE Report-Jeff Stackhouse, UCCE Livestock Advisor- Stackhouse provided the Board an update on UCCE administrative staff, development of a Wildlife working group, prescribed fire and pesticide workshop, and policy success as related to forestry.

10. Salt River Project - Update provided by HCRCD Executive Director Demers. The HCRCD and partnership agencies are continuing to work together to ensure a positive relationship with landowners, ensure transparency and a successful project in 2017. Necessary landowner documents and design plans are being finalized in preparation for implementation of the Salt River Restoration Project -Phase Upper 2A. Maintenance and monitoring continue as required by permitting agencies, Salt River Project permit requirements, and in preparation for construction.

11. District Staff Reports and RCD Project Updates- Summary of District activities provided in Board packet. Brief update provided on the HCRCD's continuing work with the County of Humboldt on ground water monitoring. Staff will be attending the CARCD Conference in November.

12. Board of Directors Annual Organization Session
   • Review Board Roster and Reappointment of Directors

Motion by Director Moore to accept and approve the current Humboldt County Resource Conservation District Board of Director to serve another four-year term and submit letters of support to the County of Humboldt for re-appointment of those Directors. Second by Director Belli. Ayes-Director Cohoon, Renner, Markegard Noes-None.
• Review Department of Conservation Draft RCD Good Governance Standards

Staff provided information to the Directors regarding the proposed Department of Conservation RCD an accreditation program to meet Tier 1 RCD Standards. This voluntary application process for RCDs will be linked to a funding opportunity through the Department of Conservation for RCDs to assist RCDs with capacity building efforts and meeting additional organizational objectives. To meet the proposed Tier 1 standards, current policies will need to be reviewed and updated, as well as additional policies developed. Policies needing updating or development include the Reimbursement, Public Records Request, Associate Director, Procurement/Bidding, and Fee-for-Service policies.

Motion by Director Markegard to authorize Humboldt County Resource Conservation District staff to review and develop policies in efforts to meet the proposed Tier 1 standards set forth by the Department of Conservation. Second by Director Renner. Ayes-Director Cohoon, Moore, Belli. Noes-None.

• Determine any additional policies

No additional policies were determined necessary at this time.

• Receive nominations and elect officers to serve a one-year term

Motion by Director Markegard to accept and approve the current Humboldt County Resource Conservation District Board of Director’s Officers to serve another one-year term. Second by Director Renner. Ayes-Director Cohoon, Moore, Belli. Noes-None.

• Committees

Motion by Director Markegard to accept and approve the current Humboldt County Resource Conservation District Board of Director’s Ad Hoc committee and establish a Facilities Committee to work with NRCS on potential office renovations and/or locations. Second by Director Renner. Ayes-Director Cohoon, Moore, Belli. Noes-None.

• Establishment of performance guidelines for Executive Director.

Board of Director’s personnel performance evaluation of the Executive Director will be completed annually on the anniversary date of hire.

13. Next Regular Meeting-December 8, 2016 8 am Humboldt Agricultural Building

14. Adjourned- 9:45 am