

Humboldt
County



RESOURCE
CONSERVATION DISTRICT

Board of Directors Meeting

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

AGENDA

Thursday, 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**

HCRCB 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.

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 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.