

Humboldt  
County



RESOURCE  
CONSERVATION DISTRICT

# Board of Directors Meeting

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

## AGENDA

Thursday February 14, 2013

8:00 A.M.

Agriculture Center Auditorium - 5630 South Broadway - Eureka  
(Items marked with \* are attached to director packets).

1. **CALL TO ORDER** – Dan Cohoon, Chairman
2. **INTRODUCTIONS**
3. **ADDITIONS OR CHANGES TO AGENDA**
4. **PUBLIC COMMENT PERIOD**
5. **DISCUSSION AND APPROVAL OF BOARD MINUTES FOR January 11, 2012 – ACTION \***
6. **DISTRICT CORRESPONDENCE** (Circulated at meeting)

### Incoming:

- California Department of Fish and Wildlife – Email news release that grant proposals for steelhead restoration projects that had previously been submitted directly to the Steelhead Report and Restoration Card (SHRRC) program coordinator now must be submitted to the Fisheries Restoration Grant Program. SHHRC funding for this fiscal year is expected to be approximately \$150,000.
- County of Humboldt, Treasurer – Report on fund balance of \$3.99 held by County on behalf of the RCD.
- State Coastal Conservancy – Letter transmitting review and approval of proposed contractors for Phase 1 of the Salt River Ecosystem Restoration Project. Selection of Anderson Dragline of Gridley for construction services and Samara Restoration of McKinleyville for nursery services were approved.
- USDA-NRCS – Press Release announcing appointment of Carlos Suarez as State Conservationist for NRCS in California.
- Special District Risk Management Authority – Letter advising the RCD that it will receive a longevity distribution credit of \$119 on its Property/Liability insurance and \$51 credit on its Workers' Compensation insurance. A copy of the 2011-2012 Annual Report was also included.
- Del Norte Resource Conservation District – Agenda for January 16<sup>th</sup> meeting and minutes from the December 21<sup>st</sup> meeting.

- Eel River Task Force – Agenda for January 23<sup>rd</sup> meeting and notes from December meeting, also a draft schedule of meeting dates.

**Outgoing:**

- State Coastal Conservancy – Cover letter to signed amendment for grant agreement 10-050
- State Water Resources Control Board – Cover letter returning signature pages for amendment extending term of Salt River grant agreement #56
- Susan Leroy, Caltrans – Cover letter to invoice for balance of funds for the Mad River Weir Removal project
- Estuary Habitat Restoration Program – Letter of Support for Humboldt Bay Harbor District proposal for the Humboldt Bay Invasive Spartina Eradication Project

**7. HCRCD DIRECTOR'S REPORTS OR ANNOUNCEMENTS**

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

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

**9. UPDATE FROM THE CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE – C. Bartolotta**

**10. OLD BUSINESS**

- a) **INFORMATION/DISCUSSION: POLICIES AND PROCEDURES**
  - 1) PROCUREMENT POLICY
  - 2) PERSONNEL EMPLOYEE HANDBOOK
  - 3) LETTERS OF SUPPORT

**11. NEW BUSINESS**

- a. **HCRCD ANNUAL CALENDAR** - Handout **ACTION**

BACKGROUND: Staff has updated the annual calendar for 2012 and is presenting it to the Board for information and approval.

Staff Recommendation: Accept and Approve Annual Calendar

- b. **BOARD MEMBER APPLICATION\* POTENTIAL ACTION**

BACKGROUND: There is currently a vacancy on the Board resulting from Director Giacomini's resignation. A new member would complete Giacomini's remaining term which expires November 26, 2014. An application to serve on the HCRCD Board has been received from Mr. Hugo Klopper. His application is being provided to the Board for consideration. The Board may elect to write a letter of support to the Humboldt County Board of Supervisors for Mr. Klopper's appointment to the HCRCD Board to complete Giacomini's term.

c. **FRGP FUNDING PROPOSALS & PARTNER COORDINATION - DISCUSSION**

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

d. **FUNDING PROPOSALS, CONTRACTS, AMENDMENTS ACTION**

1) **RESOLUTION # 13-02 NATIONAL FISH AND WILDLIFE FOUNDATION GRANT AGREEMENT**

BACKGROUND: The National Fish and Wildlife Foundation awarded a grant to HCRCD to receive funding through the Natural Resources Conservation Partners Program. The agreement, in the amount of \$200,000, will fund coordinated outreach and "boots-on-the-ground" assistance to private landowners in the Eel River Delta/Humboldt Bay complex area for a period of two years. There is a matching requirement of at least \$343,000 over the term of the grant which will be met by other confirmed and/or existing grant funds that specifically relate to the project.

Staff Recommendation: Approve Resolution #13-02 authorizing Executive Director to execute the grant agreement.

2) **RESOLUTION # 13-03 NOAA COASTAL AND MARINE HABITAT RESTORATION PROGRAM**

BACKGROUND: Staff is requesting Board approval to submit a proposal to the National Marine Fisheries Service's Coastal and Marine Habitat Restoration Project grants program. The proposal will request approximately \$3 million in funding for implementation of Phase 2 of the Salt River Ecosystem Restoration Project and for project monitoring.

Staff Recommendation: Approve Resolution #13-03 authorizing submission of proposal to the National Marine Fisheries Service's Coastal and Marine Habitat Restoration Project grants program.

3) **RESOLUTION # 13-04 PACIFIC MARINE AND ESTUARINE FISH HABITAT PARTNERSHIP**

BACKGROUND: Staff responded to an invitation from the Pacific Marine and Estuarine Fish Habitat Partnership (PMEP) to submit the Salt River Ecosystem Restoration Project to be included in a regional proposal for funding. The project was selected for inclusion as one of a suite of projects from California, Oregon and Washington. Staff is requesting Board approval to work with PMEP to submit a proposal to the National Marine Fisheries Service's Coastal and Marine Habitat Restoration Project grants program to request funding for post-project fisheries and habitat monitoring.

Staff Recommendation: Approve Resolution #13-04 partnering with PMEP to submit a regional proposal to the National Marine Fisheries Service's Coastal and Marine Habitat Restoration Project grants program.

4) **RESOLUTION # 13-05 FRGP FUNDING PROPOSALS**

BACKGROUND: The California Department of Fish and Wildlife is accepting proposals for the 2013-2014 cycle of the Fisheries Restoration Grant Program. A Provisional Resolution

