Board of Directors Meeting

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

AGENDA

Thursday, January 12, 2017
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:

- State Coastal Conservancy, Recirculated Draft Environmental Impact Report for the Eel River Estuary and Centerville Slough Enhancement Project.
- CSDA, Special District Board Member Handbook & Workshops
- California Department of Fish and Wildlife, Notice of Award, Watershed Restoration & Delta Water Quality and Ecosystem Restoration Grant
- Sarah Poff, Completion of Redwood Meat Company MOU

Outgoing:

- Memorandum to Agencies, Project Component Modifications and Additions - Phase 2B of the Salt River Ecosystem Restoration Project

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

6.1 Reports from Other Meetings Attended by Board Members
6.2 Board Requests for Future Agenda or Information Items
6.3 Other Announcements from Board Members

7. BOARD ACTION ITEMS

7.1 Minutes for meeting of December, 2016* presented for approval
7.2 November Financial Report presented for approval (Handout)
7.3 Resolution 17-01 endorsing Memorandum of Agreement between Humboldt County Resource Conservation District and the Bear River Band of Rohnerville Rancheria to implement revegetation and monitoring activities as part of the Salt River Ecosystem Restoration Project
7.4 Resolution 17-02 endorsing the application to the AmeriCorps Watershed Stewards Program (WSP) for member placement with the HCRC to support the Salt River Ecosystem Restoration Project.
7.5 Approve 2017 Staff Salaries*

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. OLD BUSINESS - ACTION
    8.1 Review & Approve 2017 Annual Plan*
    8.2 Review & Approve Associate Directors Policy*

13. NEW BUSINESS - ACTION
    9.1 Review Conflict of Interest Policy
    9.2 Distribute Form 700
    9.3 Review & Approve Updated Employee Handbook: Insurance Benefits and Leave*
    9.4 Review & Approve Reserve Policy
    9.5 Review & Approve Bidding Policy

14. ETHICS TRAINING – Staff and Board

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

16. ADJOURNMENT

Public Notice: In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the RCD at 707-444-9708 x 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 Monthly Meeting Minutes
December 8, 2016

1. **Call to Order**- Dan Cohoon, Chairman 8:04 am

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

3. **Additions or Changes to Agenda**-
   Move item #13 Salt River Update to follow item #5 Salt River Presentation

4. **Public Comment**-
   None Received

5. **Presentation-Salt River Engineering Update-Jeremy Svehla, GHD Inc.**
   Power Point presentation outlining design and implementation strategies for construction Phase 2A and 2B. Project goals are to rehabilitate the Salt River channel and adjacent riparian floodplains.

6. **District Correspondence**-
   Incoming and outgoing correspondence was circulated for review and discussion. Incoming correspondence included notification of reappointment for the HCRCD Board of Directors by the Humboldt County Board of Supervisors. Outgoing correspondence included a current status update on NRCS project permitting and landowner notification regarding Salt River Ecosystem Restoration Project components.

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

8. **Board Action Items**-
   8.1 Minutes for meeting of November 10, 2016 presented for approval
Motion by Director Markegard to approve Humboldt County Resource Conservation District Board Minutes as presented from November 10, 2016. Second by Director Moore. Ayes-Director Cohoon, Renner, Belli, Bussman; Noes-None.

8.2 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 with revisions to 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 as necessary with notification and director by the Finance Committee. Second by Director Belli. Ayes-Director Cohoon, Renner, Moore; Noes-None.

8.3 Oath of Office for reappointed Directors.
Oath of Office administered by Executive Director Demers. Reappointed Director Moore, Bussman, Belli and Markegard attested to uphold the duties as a member of the Board of Directors for the Humboldt County Resource Conservation District.

9. Old Business
9.1 Reimbursement Policy
Motion by Director Markegard to approve Humboldt County Resource Conservation District updated Directors Reimbursement Policy with updated language and rate flexibility. Second by Director Moore. Ayes-Director Cohoon, Renner, Belli, Bussman. Noes-None.

9.2 Public Records Request Policy
Motion by Director Markegard to approve Humboldt County Resource Conservation District Public Records Request Policy. Second by Director Moore. Ayes-Director Cohoon, Renner, Belli, Bussman. Noes-None.

9.3 Fee for Service Policy
Motion by Director Markegard to approve Humboldt County Resource Conservation District Fee for Service Policy. Second by Director Belli. Ayes-Director Cohoon, Renner, Moore, Bussman. Noes-None.

9.4 Procurement Policy
Board directed Staff to revise current procurement policy and develop a construction and bidding policy for review at January 2017 meeting.

9.5 Required Trainings: Ethics and Sexual Harassment Training-Establish time
Board directed Staff to obtain additional details regarding online and/or in-person training dates and times available.

10. New Business
10.1 Review Annual Calendar
Motion by Director Markegard to approve Humboldt County Resource Conservation District Annual Calendar with corrections. Second by Director Moore. Ayes-Director Cohoon, Renner, Belli, Bussman. Noes-None.

10.2 Review Long Range Plan
Board reviewed and discussed current long range plan.

10.3 Review Annual Plan and Establish Process for updating for 2017
Establish an update process, review of draft to occur at January 2017 Board of Director's Meeting.

10.4 Review Associate Director Policy
Staff directed to update 1990 policy with revisions to organization name, number of members, term length, and attendance requirements for review at January 2017 Board of Director's Meeting.

11. NRCS District Conservationist Report-Jon Shultz, District Conservationist-
Shultz provided the Board an update regarding current activities for EQIP batching time period reviews from December 2016 to January 2017. NRCS providing technical assistance to Elk River Working Group and the Eel River Estuary project. Del Norte staffing changes underway, Humboldt County DC will be acting for area until position can be filled.

12. UCCE Report-Jeff Stackhouse, UCCE Livestock Advisor-
No Report

13. 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. HCRCD has been working with landowners to address project design questions, currently monitoring Williams Creek sediment stations and collecting data, participated in a phone conference to review Riverside Ranch activities with CDFW and continuing with efforts to finalize various aspects of the project for the up-coming
construction season. Maintenance and monitoring continue as required by permitting agencies and in preparation for construction.

14. 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 activities related to the Eel River Groundwater Working Group.

Chairman Cohoon called for a Break 10:31am
Chairman Cohoon called back in Session 10:36am

15. Board of Directors Closed Session-Personnel
No action taken.

16. Next Regular Meeting-January 12, 2016 8 am Humboldt Agricultural Building

17. Adjourned-11:48 am
Grazing Committee Meeting
January 13, 2017

1:00 P.M.

Agricultural Center Auditorium
5630 South Broadway, Eureka

Agenda

1. Call to Order: Peter Bussman, Chairman

2. Status of RFP for Ocean Ranch WMA

3. Status of Salt River Unit/Riverside Ranch WMA

4. Adjourn
AGENDA
Thursday, February 9, 2017
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:
    CSDA: Starting local Humboldt Chapter of CSDA
   Outgoing:
    State Controller’s Office: Special Districts Financial Transactions Report for Year 2016
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, 2017* presented for approval
   7.2 February Financial Report presented for approval (Handout)
   7.3 Resolution 17-03 – Authorizing staff to enter into License Agreement* for access through City of Ferndale Property to the Sediment Management Area.
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. OLD BUSINESS - ACTION
   8.1 Review & Approve 2017 Annual Plan*
   8.2 Review & Approve Associate Directors Policy*
8.3 Review Conflict of Interest Policy*
8.4 Distribute Form 700
8.5 Review & Approve Updated Employee Handbook: Insurance Benefits and Leave*
8.6 Review & Approve Reserve Policy*
8.7 Review & Approve Bidding Policy*

13. ETHICS TRAINING and/or SEXUAL HARASSMENT TRAINING – Staff and Board

14. NEXT REGULAR MEETING: Thursday, March 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 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. Meeting called to order by Board Chairman Dan Cohoon at 8:02am.

2. Attendance
   - Directors Present - P. Bussman, M. Moore, D. Cohoon, G. Markegard
   - Directors Excused - H. Klopper, J. Renner, G. Belli
   - HCRCD Staff - J. Demers - Executive Director, C. Ihle - Program Manager, F. Tjarnstrom - Project Coordinator, S. Daugherty - Project Coordinator, D. Hansen - Project Coordinator, L. Barnwell - Office Manager
   - Guests - Jon Shultz, NRCS District Conservationist

3. No additions or changes to the agenda.

4. No public comment received.

5. District correspondence was discussed and circulated for review during the meeting.

6. No Director's reports, request, or announcements were presented.

7. Board Action Items
   - Motion by Director Markegard to approve the Humboldt County Resource Conservation District minutes as presented for the monthly meeting of December 8, 2016. Second by Director Moore. Ayes-Director Bussman, Cohoon. Noes-None.
   - Motion by Director Moore to approve the Humboldt County Resource Conservation District financial report 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 issue payment on the Bertha Russ Lytle Foundation Line of Credit as funds are available. Second by Director Markegard. Ayes-Director Bussman, Cohoon. Noes-None.
   - Motion by Director Markegard to approve Resolution 17-01 endorsing a Memorandum of Agreement between Humboldt County Resource Conservation District and the Bear River Band of Rohnerville Rancheria to implement re-vegetation and monitoring activities as part of the Salt River Ecosystem Restoration Project. Second by Director Bussman. Ayes-Director Moore, Cohoon. Noes-None.
   - Motion by Director Markegard to approve Resolution 17-02 endorsing the application to the AmeriCorps Watershed Stewards Program (WSP) for member placement with the HCRCD to support the Salt River Ecosystem Restoration Project. Second by Director Moore. Ayes-Director Bussman, Cohoon. Noes-None.
   - Motion by Director Markegard to approve staff salary increases for 2017. Second by Director Moore. Ayes-Director Bussman, Cohoon. Noes-None.

8. NRCS District Conservation Jon Shultz provided 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 a handout outlining NRCS staff and their duties.

9. No UCCE staff available to provide an update.

10. Staff provided an update on the Salt River Ecosystem Restoration Project activities. The design team has been completing final hydraulic models and preparing resulting inundation maps.
Design team now moving onto final grading plans for 2017. Staff continues to work with landowners and agencies to implement 2017 construction season. Maintenance and monitoring continue as required by permitting agencies and in preparation for construction.

*Director Bussman excused from the meeting at 9:00am.

11. Written report of District staff activities and project updates was provided for circulation and review.
12. Due to lack of quorum, Old Business item 12.1 Review and Approval of 2017 Annual Plan and item 12.2 Review and Approval of Associate Directors Policy have been postponed until the February 2017 meeting.
13. Due to lack of quorum, New Business items 13.1 through 13.5 have been postponed until the February 2017 meeting.
14. Ethics Training to provided to Board members (Directors Moore and Markegard to attend) and staff (Executive Director Demers and Program Manager Ihle to attend) via online webinar immediately following the monthly meeting.
15. Next regular monthly meeting scheduled for Thursday, February 9, 2017 8am at the Humboldt Agricultural Center.
16. Meeting adjourned by Chairman Cohoon at 9:26 am.
AGENDA

Thursday, March 9, 2017

8:00 A.M.

Agricultural Center – Auditorium – 5630 South Broadway - Eureka

(Items marked with * are attached to director packets)

1. CALL TO ORDER – Gary Markegard, Vice-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:
   ➢ SDRMA: Notification of Nominations – 2017 Board of Directors
   ➢ CSDA: CSDA Board of Directors Call for Nominations
   ➢ California Coastal Commission: Forum on Adapting to Sea Level Rise on Humboldt Bay's Agricultural Lands from 9am – noon on May 4, 2017

   Outgoing:
   ➢

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 February, 2017* presented for approval
   7.2 March Financial Report presented for approval (Handout)
   7.3 Resolution 17-04* – Authorizing staff to apply for Department of Conservation Resource Conservation Financial Assistance Program and conditionally accepting Program grant funding if offered.
   7.4 Review & Modify Bidding Policy

8. OLD BUSINESS
8.1 RESOLUTION NO. 17-03 – Update and discussion on status of License Agreement by and between the City of Ferndale and the Humboldt County Resource Conservation District and Andrew Albin for ingress and egress over and across the City of Ferndale’s property.

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. ETHICS TRAINING – Board

14. NEXT REGULAR MEETING: Thursday, April 13, 2017 at 8 a.m.
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

15. ADJOURNMENT

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1. Meeting called to order by Board Chairman Dan Cohoon at 8:04am.
2. Attendance
   - Directors Present-
     P. Bussman, M. Moore, D. Cohoon, G. Markegard, J. Renner, G. Belli
   - Directors Excused -
     H. Klopper
   - HCRCD Staff -
     J. Demers- Executive Director, C. Ihle-Program Manager, F. Tjarnstrom- Project Coordinator, S. Daugherty-Project Coordinator, D. Hansen-Project Coordinator, L. Barnwell-Office Manager
   - Guests -
     Jon Shultz-NRCS District Conservationist, Jeff Stackhouse-UCCE Livestock Advisor, Andy Albin, Ben Landiere
3. No additions or changes to the agenda.
4. No public comment received.
5. District correspondence was discussed and circulated for review during the meeting.
6. Director's reports, request, or announcements
   Grazing Committee - Director Bussman provided an update on the Grazing Committee meeting in January. California Department of Fish and Wildlife (CDFW) has not released RFPs for grazing activities on the remaining Wildlife Management Areas (WMA) properties where management needs to occur. Staff received updates from CDFW regarding potential changes to bidder requirements for remaining WMAs. Committee also discussed relocating riparian from the Albin NRCS Floodplain Easement to Riverside Ranch (Salt River Unit of the Eel River WMA, managed by CDFW) as part to the Salt River Ecosystem Restoration Project.
   Salt River Project Committee - Director Moore provided an update on the activities of Board of Directors, Staff, and Consultants as they continue to work for a March construction bid release for the 2017 Salt River Ecosystem Restoration Project. Design team, staff and landowners continue to review design plans as related to the construction footprint. Discussion with landowner Andrew Albin regarding an agricultural bridge on within the NRCS Floodplain Easement property has taken place, and it has been determined that funding for this type of infrastructure is not available under current HCRCD secured contracts or funding sources. Elias Sousa on has provided approval for the Project to move forward on his Frances Creek ranch in 2017.
7. Board Action Items
   7.1 Motion by Director Markegard to approve the Humboldt County Resource Conservation District minutes as presented for the monthly meeting of January 12, 2017. Second by Director Moore. Ayes-Director Bussman, Belli, Renner, Cohoon. Noes-None.
   7.2 Motion by Director Moore to approve the Humboldt County Resource Conservation District financial report 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 issue payment on the Bertha Russ Lytle Foundation Line of Credit as funds are...
available. Second by Director Belli. Ayes-Director Bussman, Renner, Markegard Cohoon. Noes-None.

7.3 Resolution 17-03 Authorizing staff to enter into a License Agreement between the HCRCD and City of Ferndale allowing the Humboldt County Resource Conservation District to access the Sediment Management Area through the City of Ferndale Property. Discussion held in regards to the agreement language and parties listed. The Board of Directors postponed approval pending review by the landowner named in the agreement.

8. NRCS District Conservation Jon Shultz provided an update on CIG and EQIP funding opportunities, current staffing positions, and changes in USDA information release orders as outlined under new presidential administration.

9. UCCE Livestock Advisor Jeff Stackhouse provided an update of events UCCE staff will be hosting and participating in, including: Master Food Preservers class, Master Farms class, Sudden Oak Death collaborations, 4-H Youth Summit, Prescribed Fire Council meetings, working with Tribal lands, Winter Livestock workshop and predator updates. UCCE continues to develop and work with landowners and agencies on research projects that benefit the north coast region.

10. Staff provided an update on the Salt River Ecosystem Restoration Project activities. The design team has been completing final models and preparing 100% draft design plans. Design team moving onto the preparation of the bid package for the 2017 construction season. Staff continues to work with landowners and agencies to implement the 2017 construction footprint. Plant propagation and re-vegetation planning are underway. Maintenance and monitoring continue as required by permitting agencies and in preparation for construction.

11. Written report of District staff activities and project updates was provided for circulation and review. Additional update provided on the White Slough Restoration Project, Wildlife Management Area grazing and hay activities, the Eel River Groundwater Working Group (ERGWG) and staff’s upcoming presentation on groundwater and the current status of ERGWG’s Alternative Submittal to DWR at the UCCE Winter Livestock Workshop, and existing NRCS cooperative agreement status.

12. Old Business-

12.1 Review and Approval of HCRCD 2017 Annual Plan-Motion by Director Markegard to accept and approve the 2017 Annual Plan. Second by Director Moore. Ayes-Director Bussman, Renner, Belli, Cohoon. Noes-None.

12.2 Review and Approval of Associate Directors Policy- Motion by Director Markegard to accept and approve the Associate Directors Policy. Second by Director Bussman. Ayes-Director Moore, Renner, Belli, Cohoon. Noes-None

12.3 Review and Approval of Conflict of Interest Policy- Motion by Director Markegard to accept and approve the Conflict of Interest Policy. Second by Director Moore. Ayes-Director Bussman, Renner, Belli, Cohoon. Noes-None

12.4 Form 700 distributed to Directors for review and signatures.

12.5 Review and Approve Updated Employee Handbook: Insurance Benefits and Leave- Motion by Director Markegard to accept and approve the updated Employee Handbook: Insurance Benefits and Leave to reflect additional paid holiday of Memorial Day, and the ability for the Executive Director to increase staff annual health reimbursements based on average insurance premium rate as published by the National Conference of State Legislatures and subject to available funding. Second by Director Renner. Ayes-Director Bussman, Moore, Belli, Cohoon. Noes-None
12.6 Review and Approve Reserve Policy- Motion by Director Markegard to accept and approve the Reserve Policy. Second by Director Moore. Ayes-Director Bussman, Renner, Belli, Cohoon. Noes-None

12.7 Review and Approve Bidding Policy- Motion by Director Markegard to accept and approve the Bidding Policy with revision as related to Change Orders. Change Orders that are >20% of the contract or cumulatively reach $100,000, must be approved by the Board of Directors. Second by Director Moore. Ayes-Director Bussman, Renner, Belli, Cohoon. Noes-None

13. Sexual Harassment Training provided to Directors via online webinar immediately following the monthly meeting.

14. Next regular monthly meeting scheduled for Thursday, March 9, 2017 at 8am at the Humboldt Agricultural Center.

15. Meeting adjourned by Chairman Cohoon at 9:55 am.
SPECIAL MEETING

AGENDA

Thursday, March 30, 2017
8:00 am

Agricultural Center – Auditorium
5630 South Broadway - Eureka

Teleconference Number: 707-232-5080 (No PIN required)

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 & APPROVAL OF AUDITS - ACTION
   5.1 Approve FY 14/15 Audit
   5.2 Discuss FY 15/16 Federal Single Audit and approve submission of required reports

6. NEXT REGULAR MEETING: Thursday April 13, 2017 at 8 a.m.
   Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

7. ADJOURNMENT

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AGENDA

Thursday, April 13, 2017
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:
   ➢ USDA Forest Service, Six Rivers National Forest – Public input on 2017 Waterman Project
   ➢ Humboldt LAFCo – Proposed LAFCo Budget for Fiscal Year 2017 – 2018
   ➢ California State Lands Commission – Amendment of General Lease to extend construction deadline date for Salt River Ecosystem Restoration Project
   Outgoing:
   ➢ NRCS – Request for Salt River Design Plan review & issuance of Floodplain Easement CUA on behalf of landowner
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 March 9, 2017* presented for approval
   7.2 Minutes for special meeting of March 30, 2017* presented for approval
   7.3 April Financial Report presented for approval (Handout)
   7.4 Authorize Board Chairman to execute amendment to NRCS vehicle agreement and statement of understanding.
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, May 11, 2017 at 8 a.m.
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

13. ADJOURNMENT

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1. Meeting called to order by Vice-Chairman Gary Markegard at 8:01 am.

2. Attendance
   - Directors Present:
     P. Bussman, M. Moore, D. Cohoon, G. Markegard, J. Renner, G. Belli, H. Klopper
   - Directors Excused - D. Cohoon
   - HCRCD Staff -
     J. Demers- Executive Director, C. Ihle-Program Manager, F. Tjarnstrom- Project Coordinator, S. Daugherty-Project Coordinator, D. Hansen-Project Coordinator, L. Barnwell-Office Manager
   - Guests -
     Jon Shultz-NRCS District Conservationist, Rex Bohn-Humboldt County Supervisor, Jim Regli, George Toste, Denver Nelson-Salt River Watershed Council, Kathy Phylis, Bruce Slocum, Andrew Albin, Katherine Garrison

3. Changes to agenda-
   - Postponement of items 7.4 and 8.1, move item 11 to follow public comment.

4. Public Comment-
   - Landowner Jim Regli provided a public verbal statement and a written statement encouraging the HCRCD to support an emergency pilot channel from near Perry Slough to the 2017 Salt River footprint alleviate flood waters. Regli requested that the HCRCD provide permit coverage through the Salt River Ecosystem Restoration Project permits for this activity. Vice-Chairman Markegard requested that the Salt River Committee of the HCRCD Board will further review the landowner’s concerns at a future Salt River Committee meeting.
   - Kathy Phylis provided a public statement about her concern regarding Riverside Ranch setback berm and its potential to alter flow patterns during high Eel River flows, such as those experienced during the recent Eel River flood events. Bruce Slocum and George Toste provided similar statements. Phylis requested HCRCD consider providing additional floodgates to provide faster drainage. Vice-Chairman Markegard requested that the Salt River Committee of the HCRCD Board will further review the landowners’ concerns at a future Salt River Committee meeting.
   - Supervisor Rex Bohn provided an update on the rock armorimg being placed at the south end of Fernbridge by CalTrans due to loss of land during the winter high river flows.

Item 11-Salt River discussion held immediately following public comment.

5. District correspondence was discussed and circulated for review during the meeting.

6. Director's reports, request, or announcements -
   - No reports, request or announcements.

7. Board Action Items-
   - 7.1 Motion by Director Moore to approve the Humboldt County Resource Conservation District minutes as presented for the monthly meeting of February 9, 2017. Second by Director Renner. Ayes-Director Bussman, Belli, Klooper, Bussman. Noes-None.
   - 7.2 Motion by Director Moore to approve the Humboldt County Resource Conservation District financial report 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 issue payment on the Line of Credit as funds are available. Second by Director Renner. Ayes-Director Bussman, Belli, Klooper. Noes-None

7.3 Resolution 17-04 Authorizing staff to apply for Department of Conservation Resource Conservation Financial Assistance Program and conditionally accept Program grant funding if offered. Discussion held in regards to the HCRCD being a fiscal sponsor and offer assistance to the Del Norte RCD to increase capacity.

Motion by Director Bussman to authorize staff to apply for DOC Financial Assistance for HCRCD and as a fiscal sponsor of the Del Norte RCD should the Del Norte RCD Board request it. Second by Director Renner. Ayes-Director Moore, Belli, Klooper. Noes-None

Motion by Director Moore to authorize staff to apply for DOC Financial Assistance and conditionally accept Program funding if offered. Second by Director Klopper. Ayes-Director Bussman, Belli, Renner. Noes-None

7.4 Review and Modify Bidding Policy-postponed to future meeting agenda.

8. Old Business-

8.1 Resolution 17-03 Update and discussion on status of License Agreement by and between the City of Ferndale and the Humboldt County Resource Conservation District and Andrew Albin. Postponed until further notice.

9. NRCS District Conservation Jon Shultz provided an update on current funding opportunities, contribution and cooperative agreements, and changes in USDA vehicle use agreements. Discussion was held regarding notable ocean and landscape changes near the mouth of the Eel River and surrounding areas.

10. UCCE Livestock Advisor Jeff Stackhouse -not present, no update provided

11. Salt River Update- Discussion held after item 4- Public Comment

Staff provided an update on the Salt River Ecosystem Restoration Project activities. The design team has completed necessary documents and design plans for 2017 construction to submit to the various permitting and funding agencies for review. The bid package for the 2017 construction season is schedule for release late March. Staff continue to work with landowners and agencies to implement the 2017 construction footprint. Plant propagation and re-vegetation planning are underway. Maintenance and monitoring continue as required by permitting agencies and in preparation for construction. Discussion held regarding management of the project both during construction and long term. The HCRCD is assisting the Watershed Council to identify options for sustainability of funding for the Salt River Project in the future.

12. Written report of District staff activities and project updates was provided for circulation and review. Discussion held in regards to scheduling of Special Meeting for review and approval of submission of Federal Single Audit for Fiscal Year 2015/2016.

13. Ethics Training provided to Directors via online webinar immediately following the monthly meeting.

14. Next regular monthly meeting scheduled for Thursday, April 13, 2017 8am at the Humboldt Agricultural Center.

15. Meeting adjourned by Vice-Chairman Markgard at 10:09 am.
Special Meeting Minutes
Thursday, March 30, 2017 8:00 am
Agricultural Center – Auditorium
5630 South Broadway - Eureka

Teleconference Number: 707-232-5080 (No PIN required)

1. Called to Order by Dan Cohoon, Chairman at 8:03 am.

2. Introductions-
   • Present-Director Cohoon, Director Markegard, Executive Director Demers, Office Manager Barnwell, Stacey Edgmon CPA Aycock & Edgmon.
   • Teleconference Participants-Director Renner, Director Moore, Director Klopper

3. No Changes or Additions

4. No Public Comment Received

5. DISCUSSION & APPROVAL OF AUDITS - ACTION
   5.1 Approve FY 14/15 Audit-
   • Motion by Director Markegard to accept and approve Humboldt County Resource Conservation District Fiscal Year 2014/2015 audit. Second by Director Moore. Roll Call Vote: Ayes-Director Klooper, Director Renner, Director Moore, Director Markegard Noes-None

   5.2 Discuss FY 15/16 Federal Single Audit and approve submission of required reports
   • Motion by Director Markegard to accept and approve Humboldt County Resource Conservation District Fiscal Year 2015/2016 Federal Single Audit for submission the Federal Clearing House. Second by Director Moore. Roll Call Vote: Ayes-Director Klooper, Director Renner, Director Moore, Director Markegard Noes-None

6. NEXT REGULAR MEETING: Thursday April 13, 2017 at 8 a.m.
   Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

7. Adjourned 9:08 am
SALT RIVER COMMITTEE
AGENDA
Wednesday, April 26, 2017
8:00 A.M.
Agricultural Center – Auditorium – 5630 South Broadway - Eureka

1. CALL TO ORDER – Dan Cohoon, Chairman
2. INTRODUCTIONS
3. ADDITIONS OR CHANGES TO AGENDA
4. DISCUSSION – Riverside Ranch Drainage
5. DISCUSSION – Landowner Request for Temporary Drainage Relief in Salt River Watershed (Williams & Coffee Creeks)
6. ADJOURNMENT
AGENDA

Thursday, May 11, 2017
8:00 A.M.

Agricultural Center – Agricultural 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:
   ➢ Blue Lake Rancheria – Request for notification of proposed projects pursuant to PRC Section 21080.3.1. subd (b)
   ➢ Humboldt LAFCo – Reorganization of Samoa Peninsula Fire Protection District into a Community Services District
   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 April, 2017* presented for approval
   7.2 April Financial Report presented for approval (Handout)

8. SALT RIVER ECOSYSTEM RESTORATION PROJECT – ACTION
   8.1 Salt River Update*
   8.2 Recommendation to Award Bid*
   8.3 Resolution 17-05 - Accept Figas Construction as lowest, responsive, responsible bidder for Salt River Ecosystem Restoration Project Upper Phase 2A.
   8.4 Resolution 17-06 - Authorize Board Chairman or designee to execute contract documents and any related amendments for Salt River Ecosystem Restoration Project Upper Phase 2A.
9. NRCS DISTRICT CONSERVATIONIST REPORT - Jon Shultz, NRCS District Conservationist
10. UCCE Report – Jeffery Stackhouse, UCCE Livestock Advisor
11. DISTRICT STAFF REPORTS and RCD PROJECT UPDATES* – Staff
12. NEXT REGULAR MEETING: Thursday, June 8, 2017 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 707-442-6058 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.
1. Meeting called to order by Board Chairman Dan Cohoon at 8:01 am.

2. Attendance
   - Directors Present-
     P. Bussman, M. Moore, D. Cohoon, G. Markegard, J. Renner, G. Belli, H. Klopper
   - Directors Excused -
   - HCRCD Staff -
     J. Demers- Executive Director, C. Ihle-Program Manager, F. Tjarnstrom-Project Coordinator, S. Daugherty-Project Coordinator, D. Hansen-Project Coordinator, L. Barnwell-Office Manager
   - Guests -
     Jon Shultz-NRCS District Conservationist, D. Nelson

3. Changes to agenda-
   None

4. Public Comment-
   No comments received.

5. District correspondence was discussed and circulated for review during the meeting. Executive Director provided brief update regarding Salt River Ecosystem Restoration Project State Land Lease amendment approval process.

6. Director's reports, request, or announcements -
   No reports, request or announcements.

7. Board Action Items-
   7.1 Motion by Director Markegard to approve the Humboldt County Resource Conservation District minutes which correction to Directors present and spelling of Directors’ surnames. Second by Director Moore. Ayes-Director Bussman, Belli, Klopper, Renner. Noes-None.
   7.2 Motion by Director Markegard to approve the Humboldt County Resource Conservation District minutes as presented for the Special meeting of March 30, 2017. Second by Director Belli. Ayes-Director Bussman, Moore, Klopper, Renner. Noes-None.
   7.3 Motion by Director Markegard to approve the Humboldt County Resource Conservation District financial report 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 issue payment on the Bertha Russ Lytle Foundation Line of Credit as funds are available. Second by Director Moore. Ayes-Director Bussman, Belli, Klopper, Renner. Noes-None
   7.4 Authorize Board Chairman to execute amendment to NRCS vehicle agreement and statement of understanding. Amendment authorizes Executive Director to use NRCS owned vehicles and extends agreement through May 1, 2019. Motion by Director Moore to authorize Board Chairman to execute amendment to NRCS Vehicle Agreement. Second by Director Markegard. Ayes-Director Renner, Moore, Belli, Klopper. Noes-None

8. NRCS District Conservation Jon Shultz provided an update on current funding opportunities, contribution and cooperative agreements, local office staffing, the expected confirmation of Sonny Perdue as Secretary of Agriculture, and the Humboldt County Agricultural building as related to the USDA offices.
9. UCCE Livestock Advisor Jeff Stackhouse - not present, no update provided
10. Salt River Update -
    Staff provided an update on the Salt River Ecosystem Restoration Project activities. The 2017
    construction bid packet was release on March 30. The pre-bid mandatory site walk for
    interested bidders was held April 12. The site walk hosted 22 interested parties, representing 10
    contractors. Questions regarding the project construction documents are due by April 24th,
    with bid opening scheduled for April 26th, 3pm at GHD in Eureka. Discussion held regarding the
    bid opening and review, award process, and construction staging schedule. Landowner
    meetings are continuing as part of the Salt River Ecosystem Restoration process. Plant
    propagation and re-vegetation planning are underway. Maintenance and monitoring continue
    as required by permitting agencies and in preparation for construction. Fish monitoring and
    surveying also scheduled. Discussion held regarding management of the project both during
    construction and long term. The HCRCDD is continuing to assist the Watershed Council to identify
    options for sustainability of funding for the Salt River Project in the future. The HCRCDD and
    Watershed Council are hosting a meeting to open communication and begin having discussions
    with community members directly affected by Williams Creek flooding.
11. District staff activities and project updates was provided for review. Brief update provided on
    the Department of Conservation based funding for RCDs grant application, upcoming Coastal
    Commission Sea Level Rise meeting scheduled for May 4th, and Department of Water Resource
    review of the Eel River Groundwater Working Group’s Alternative Submittal under the Ground
    Water Sustainability Act.
12. Next regular monthly meeting scheduled for Thursday, May 11, 2017 8am at the Humboldt
    Agricultural Center.
13. Meeting adjourned by Chairman Cohoon at 9:36 am.
AGENDA
Thursday, June 8, 2017
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:
   ➢ SDRMA Board of Directors Election Packet
   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 May, 2017* presented for approval
   7.2 May Financial Report presented for approval (Handout)
8. NEW BUSINESS - ACTION
   8.1 RESOLUTION NO. 17-07 - Resolution endorsing the application for a State Coastal Conservancy Proposition 1 Solicitation for the Salt River Ecosystem Restoration Project Phase 2B and conditionally accepting grant if offered.
   8.2 FY 16/17 Statement of Revenues & Expenditures – Actual and Budget Comparison for 9 months ending March 31, 2017
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. NEXT REGULAR MEETING: Thursday, July 8, 2017 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 707-442-6058 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 Regular Monthly Meeting Minutes  
May 11, 2017  
Humboldt Agricultural Center

1. Meeting called to order by Board Chairman Dan Cohoon at 8:02 am.

2. Attendance
   - Directors Present-
     P. Bussman, M. Moore, D. Cohoon, G. Markegard, J. Renner, G. Belli, H. Klopper
   - HCRCD Staff -
     J. Demers- Executive Director, C. Ihle-Program Manager, F. Tjarnstrom- Project Coordinator, S. Daugherty-Project Coordinator, L. Barnwell-Office Manager
   - Staff Excused - D. Hansen-Project Coordinator
   - Guests -
     Jon Shultz-NRCS District Conservationist, Rex Bohn-District Supervisor, R. Figas, D. Nelson

3. Changes to agenda-
   None

4. Public Comment-
   No comments received.

5. District correspondence was discussed and circulated for review during the meeting.

6. Director's reports, request, or announcements -
   Director Markegard provided brief update on April 2017 RC & D meeting. Discussed organizations financial obstacles, staffing level and current projects.

7. Board Action Items-
   7.1 Motion by Director Markegard to approve the Humboldt County Resource Conservation District minutes of April 13, 2017. Second by Director Belli. Ayes-Director Bussman, Moore, Klopper, Renner. Noes-None.

   7.2 Motion by Director Markgard to approve the Humboldt County Resource Conservation District financial report 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 issue payment on the Bertha Russ Lytle Foundation Line of Credit as funds are available. Second by Director Belli. Ayes-Director Bussman, Moore, Klopper, Renner. Noes-None.

8. Salt River Ecosystem Restoration Project (action)-
   8.1 Staff provided an update on the Salt River Ecosystem Restoration Project activities. The 2017 construction bid packet was release on March 30. Four bids were received and opened at GHD Inc during a public bid opening on April 26. Bid documents were received and reviewed by the HCRCD, GHD and legal counsel. Additional discussion was held regarding the bid opening and review, award process, and construction staging schedule. Landowner meetings are continuing as part of the Salt River Ecosystem Restoration process. Maintenance and monitoring continue as required by permitting agencies and in preparation for construction. The HCRC is continuing to assist the Watershed Council to identify options for sustainability of funding for the Salt River Project in the future. The HCRCD and Watershed Council invited community members living or otherwise owning property in the Williams Creek watershed to attending a meeting on May 24 to discuss restoration project planning and discuss their concerns.
8.2 Discussion by the Directors and Staff outlining the bid package components, necessary agreements and documents to begin construction, and the process of awarding the bid to the lowest, responsible, responsible bidder of the Salt River Ecosystem Restoration Upper Phase 2A.

8.3 Motion by Director Markegard to approve Resolution 17-05 to accept Figas Construction as lowest, responsive, responsible bidder for the Salt River Ecosystem Restoration Project Upper Phase 2A. Second by Director Renner. Ayes-Director Bussman, Moore, Klopper, Belli. Noes-None

8.4 Motion by Director Markegard to approve Resolution 17-06 to authorize HCRCD Executive Director to issue a Notice of Award on behalf of the Board to Figas Construction for the base bid amount of $3,190,910.00, subject to issuance of the Compatible Use Authorization (CUA) by NRCS and its acceptance by the landowner, and authorizes HCRCD Executive Director to approve a contract amendment for $67,325.00 for the additive bid item A1 Eastside Drainage Precast Concrete Culvert, not subject to the cumulative cap specified in the HCRCD’s Bidding Policy. Second by Director Moore. Ayes-Director Bussman, Renner, Klopper, Belli. Noes-None

9. NRCS District Conservation Jon Shultz provided a brief update on his attendance of and presentation at a Sea Level Rise workshop, the current status of the Humboldt County Soil Survey, and NRCS programs and staffing.

10. UCCE Livestock Advisor Jeff Stackhouse -not present, no update provided

11. District staff activities and project updates were provided for review. Brief update provided on the Department of Conservation funding for resource conservation districts received and the partnership through that funding to support the Del Norte RCD with specific tasks. Staff is continuing to work with the Watershed Council on planning for the Williams Creek Community outreach meeting. The HCRCD provided information on the potential for a future presentation to the District regarding Carbon Farm Plans.

12. Next regular monthly meeting scheduled for Thursday, June 8, 2017 8am at the Humboldt Agricultural Center.

13. Meeting adjourned by Chairman Cohoon at 9:33 am.
AGENDA

Thursday, July 13, 2017

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:
   ➢ Clark Fenton – Request for corrected 1099
   ➢ CSDA – 2017 Board Elections
   Outgoing:
   ➢ Mr. William Lorenzen – Information re: Salt River Ecosystem Restoration Project sediment reuse
   ➢ Williams Creek Landowners – May 23rd Community Meeting Summary Document
   ➢ Sean Rowe – Offer letter for temporary, part-time Project Coordinator position.
   ➢ CDFA – Comments regarding 2017 Healthy Soils Program Incentives Program Request for Grant Applications Draft for Public Comment dated June 28, 2017
   ➢ CDFA – Comments regarding 2017 Healthy Soils Program Demonstration Projects Request for Grant Applications Draft for Public Comment dated June 28, 2017
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, 2017* presented for approval
   7.2 July Financial Report presented for approval (Handout)
   7.3 RESOLUTION 17-08 – Resolution endorsing the application to California Department of Fish and Wildlife Watershed Restoration Grant Program for the Salt River Ecosystem Restoration Project and conditionally accepting grant if offered.
8. OLD BUSINESS - ACTION
   8.1 PERSONNEL – Set Executive Director Annual Review content

9. NEW BUSINESS - ACTION
   9.1 YEAR END FINANCIAL UPDATE – Review & Discuss close of Fiscal Year Chart of Accounts
   Review
   9.2 FY 17/18 ANNUAL BUDGET – Review & Discuss General Fund Budget and approval process
   9.3 SPECIAL REVENUE FUND BUDGETS - Review & Discuss Special Fund Budgets and approval
   process

10. NRCS AREA CONSERVATIONIST REPORT – Jim Spear, NRCS Area 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, August 10, 2017 at 8 a.m.
    Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

15. ADJOURNMENT

HCRCSD Board of Directors and Staff will host a Soil Health and Carbon Farming Workshop immediately after the Board Meeting. The workshop is open to the public and is expected to conclude at 12:30pm. Workshop agenda is attached to this agenda.

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.
Soil Health & Carbon Farming Meeting
July 13, 2017; 9:30 AM to 12:30 PM
Agricultural Center, 5630 Broadway Ave, Eureka, CA

Background:
RCDs and NRCS have been working with producers to implement conservation practices that help improve soil quality, increase soil carbon, and restore ecosystems since the Dust Bowl era. Scientific and policy developments and consumer awareness is providing increased opportunities to implement these common practices through “Carbon Farming.”

Meeting Purpose:
• Discuss the soil health and carbon sequestration in rangeland, agricultural, and forest soils.
• Understand opportunities and incentives for producers and how RCDs can assist in carbon farm plan development and implementation.
• Generate ideas and steps for demonstration projects and increased funding in our region.

Agenda:
9:30 am – Introductions
9:40 am – Carbon Farming 101 Jeff Creque, Carbon Cycle Institute
The importance of the carbon cycle for agriculture, practices that sequester carbon and Carbon Farm Planning process (including quantification through COMET-Planner).
10:40 am – Carbon Farm Program Development with RCDs & partners Pelayo Alvarez, Carbon Cycle Institute
RCDs around the state are building local partnerships, engaging producers in carbon farming practices, and leveraging emerging funding opportunities and technical assistance to develop carbon farming programs.
11:15 am – Break
11:25 am – Fibershed: Climate-Beneficial Wool Rebecca Burgess/Marie Hoff, Fibershed
Fibershed works with producers to expand carbon farming opportunities by developing economic and social connections between rural and urban communities. Learn how Fibershed members put conservation into practice and how others can join the network.
12:00 pm – Discussion
12:30 pm – Adjourn
HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT
Board of Director’s Regular Monthly Meeting Minutes

June 8, 2017
Humboldt Agricultural Center

1. Meeting called to order by Board Chairman Dan Cohoon at 8:07 am.

2. Attendance
   • Directors Present-
     M. Moore, D. Cohoon, G. Markegard, J. Renner
   • Directors Excused - G. Belli, H. Klopper, P. Bussman
   • HCRCD Staff -
     J. Demers- Executive Director, C. Ihle-Program Manager, F. Tjarnstrom-Project Coordinator, S. Daugherty-Project Coordinator, D. Hansen-Project Coordinator, L. Barnwell-Office Manager
   • Guests -
     Jon Shultz-NRCS District Conservationist, Rex Bohn-District Supervisor, William Lorenzen, Denver Nelson

3. Changes to agenda-
   Due to delay of Director Renner, to move agenda action Items 7 and 8 to follow Item 11.
   Add Executive Director annual review to discussion item as part of item 6: Directors Reports.

4. Public Comment-
   No comments received.

5. District correspondence was discussed and circulated for review during the meeting.

6. Director’s reports, request, or announcements -
   Board Director Moore discussed the past process for the annual review and performance evaluation of Executive Director. Board has tentatively schedule Demers evaluation for August 2017.

   (Director Renner arrived 8:35 am)

7. Board Action Items-
   7.1 Motion by Director Markegard to approve the Humboldt County Resource Conservation District minutes of May 11, 2017. Second by Director Renner. Ayes-Director Moore, Cohoon. Noes-None.

   7.2 Motion by Director Markgard to approve the Humboldt County Resource Conservation District financial report 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 issue payment on the Line of Credit as funds are available. Second by Director Belli. Second by Director Moore. Ayes-Director Renner, Cohoon. Noes-None.

8. New Business (action)-
   8.1 Motion by Director Markegard to accept and approve Resolution 17-07 endorsing the application for a State Coastal Conservancy Proposition 1 Solicitation for the Salt River Ecosystem Restoration Project Phase 2B and conditionally accepting grant if offered. Second by Director Moore. Ayes-Director Renner, Cohoon. Noes-None.

   8.2 Discussion by the Directors and Staff outlining the FY 16/17 Statement of Revenues and Expenditures Actual and Budget Comparison handout provided for 9 months ending March 31, 2017. No current budget modifications found to be necessary.
Recommendations were discussed for the 17/18 FY to better align accounting software expense accounts to grant approved budget line items. No action taken.

9. NRCS District Conservation Jon Shultz provided an update of Federal reorganization of USDA agencies structure, Farm Bill development and current funding assistance opportunities. Eureka NRCS currently has two interns as part-time staffing to assist with projects.

10. UCCE Livestock Advisor Jeff Stackhouse - not present, no update provided

11. Salt River Project Update - Figas Construction, contractor for the 2017 Salt River Ecosystem Restoration Project is finalizing documents necessary as part of the awarded Salt River construction contract. Notice to proceed is scheduled to be issued no later than June 12 with an excavation begin date of June 15. Vegetation removal has already began within the project footprint and site preparations for sediment reuse are underway. Bird surveys continue, water management and fish removal are being coordinated between the contractor, permitting agencies and HCRCD staff. The 2017 construction season is anticipated to last between June 15 and September 30.

Board received public comment from W. Lorenzen, who requested sediment reuse on his properties. Additional discussion was held regarding sediment reuse on property by landowners within the project footprint beyond the 2017 constructions season. Board and Staff are continuing to work with landowners to reach a mutually agreeable solution that addresses impacts of flooding, design features, and agency permit constraints.

The Williams Creek Community Alternative Analysis meeting was held May 23 and was well attended by landowners within the watershed. Flooding and erosion concerns in the watershed were discussed. A brief overview of the project development process and information necessary as part of the next steps was outlined. The HCRCD will continue to support the Watershed Council in hosting additional community and informational meetings in the future.

12. District staff activities and project updates were provided for review. Brief overview of Healthy Soils-Carbon Farming workshop scheduled for July 13 following the Board Meeting. Project Coordinator Tjarnstrom updated on State Water Board changes to the dairy waste discharge waiver and support activities provided by the HCRCD to the 6 Rivers Dairy Association.

13. Next regular monthly meeting scheduled for Thursday, July 13, 2017 8am at the Humboldt Agricultural Center.

14. Meeting adjourned by Chairman Cohoon at 9:15 am.
Soil Health & Carbon Farming Meeting  
July 13, 2017; 9:30 AM to 12:30 PM  
Agricultural Center, 5630 Broadway Ave, Eureka, CA

Background:  
RCDs and NRCS have been working with producers to implement conservation practices that help improve soil quality, increase soil carbon, and restore ecosystems since the Dust Bowl era. Scientific and policy developments and consumer awareness is providing increased opportunities to implement these common practices through “Carbon Farming.”

Meeting Purpose:  
- Discuss the soil health and carbon sequestration in rangeland, agricultural, and forest soils.  
- Understand opportunities and incentives for producers and how RCDs can assist in carbon farm plan development and implementation.  
- Generate ideas and steps for demonstration projects and increased funding in our region.

Agenda:  
9:30 am – Introductions  
9:40 am – Carbon Farming 101 Jeff Creque, Carbon Cycle Institute  
The importance of the carbon cycle for agriculture, practices that sequester carbon and Carbon Farm Planning process (including quantification through COMET-Planner).

10:40 am – Carbon Farm Program Development with RCDs & partners Pelayo Alvarez, Carbon Cycle Institute  
RCDs around the state are building local partnerships, engaging producers in carbon farming practices, and leveraging emerging funding opportunities and technical assistance to develop carbon farming programs.

11:15 am – Break  
11:25 am – Fibershed: Climate-Beneficial Wool Rebecca Burgess/Marie Hoff, Fibershed  
Fibershed works with producers to expand carbon farming opportunities by developing economic and social connections between rural and urban communities. Lean how Fibershed members put conservation into practice and how others can join the network.

12:00 pm – Discussion  
12:30 pm – Adjourn
AGENDA

Thursday, August 10, 2017
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:
   ➢ CDFA – Alternative Manure Management Program – comments on the draft Request for Grant Applications

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, 2017* presented for approval
   7.2 August Financial Report presented for approval (Handout)

8. OLD BUSINESS - ACTION
   8.1 Review and Modify Chart of Accounts

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

10. UCCE Report – Jeffery Stackhouse, UCCE Livestock Advisor

11. USFWS PARTNERS PROGRAM Report - Liisa Schmoele, Supervisory Wildlife Biologist

12. SALT RIVER PROJECT UPDATE* - Staff

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

14. CLOSED SESSION - PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1.))
15. **NEXT REGULAR MEETING:** Thursday, September 14, 2017 at 8 a.m.
    Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

16. **ADJOURNMENT**

Public Notice: In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the RCD at 707-442-6058 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.
1. Meeting called to order by Board Chairman Dan Cohoon at 8:06 am.

2. Attendance
   - Directors Present - M. Moore, D. Cohoon, G. Markegard, J. Renner, G. Belli, H. Klopper
   - Directors Excused - P. Bussman
   - HCRCD Staff - J. Demers - Executive Director, C. Ihle - Program Manager, F. Tjarnstrom - Project Coordinator, S. Daugherty - Project Coordinator, D. Hansen - Project Coordinator, L. Barnwell - Office Manager
   - Guests - Rex Bohn - County Supervisor, Jon Shultz - NRCS District Conservationist, Jim Spear - NRCS Area Conservationist, D. Nelson, Jeff Stackhouse - UCCE Livestock Advisor, M. Lema - Western United Dairymen

3. Changes or Additions to agenda - Additional Correspondence - Outgoing Proposal Statement

4. Public Comment - No comments received.

5. District correspondence was discussed and circulated for review during the meeting.

6. Director's reports, request, or announcements - Board Director Belli provided an update on Williams Creek Community Meeting held May 23. Discussion held regarding expectations of participants and future meetings with landowners and the Community.

7. Board Action Items -
   7.1 Motion by Director Markegard to approve the Humboldt County Resource Conservation District minutes of June 8, 2017. Second by Director Moore. Ayes-Director Renner, Belli, Klopper. Noes-None.
   7.2 Motion by Director Markgard to approve the Humboldt County Resource Conservation District financial report 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 issue payment on the Bertha Russ Lytle Foundation Line of Credit as funds are available. Second by Director Belli. Second by Director Belli. Ayes-Director Moore, Renner, Klooper. Noes-None.
   7.3 Motion by Director Markegard to adopt Resolution 17-08 endorsing the application to California Department of Fish and Wildlife Watershed Restoration Grants Program for the Salt River Ecosystem Restoration Project and conditionally accepting grant if offered. Second by Director Belli. Ayes-Director Moore, Renner, Klooper. Noes-None.

8. Old Business - (action) -
   8.1 Personnel - Board of Directors discussed process and content for annual performance review. Executive Director directed to prepare summary of activities related to
sediment reduction and funding and provide a hard copy to all Directors 5 days prior to August Board meeting.

9. **New Business (action)**-
   9.1 Year End Financial Update—Brief review and discussion of fiscal year close out activities and processes.
   9.2 FY 17/18 Annual Budget—Brief discussion regarding format of annual operating budget as related to special revenue funds and the chart of accounts.
   9.3 Special Revenue Fund Budgets—Brief discussion regarding approval process as part of grant submission and contracting process, if awarded.

10. **NRCS Area Conservationist** Jim Spear provided an update on Eureka Field Office Quality Review occurring this week. Spear also provided an overview of USDA/NRCS transitions taking place under new Presidential administration, funding opportunities available, and staffing levels both nationally and statewide. The recent budget submitted by President Trump show a funding reduction of 25% for USDA. Nationwide, there are 1,500 vacancies in NRCS, with 90 vacancies in California, out of 350 total staff statewide. NRCS has authority to fill 10 of 90 California vacancies.

    Director Klopper noted a need for more information sharing and better communication to complete tasks and mutual goals of the HCRCD and NRCS Eureka Field Office to better serve Humboldt County producers. Discussion was held regarding contributions and operational agreements held between the two organizations. Spear discussed the need for the 3rd Tier Operational Agreement to be reviewed annually with RCD Board of Directors by District Conservationist Jon Shultz and the need to develop a new NRCS Contribution Agreement with HCRCD. The HCRCD’s ability to call Local Work Group meetings was also discussed. Spear directed Shultz to review Operations Agreement with HCRCD Board as soon as possible.

    Public Comment included M. Lema requested producer input into future field reviews. D. Nelson asked for clarification regarding potential eliminations of some NRCS positions.

11. **UCCE Livestock Advisor Jeff Stackhouse**—provided an update on current activities of the UCCE staff and programs; including 4-H, Nutrition, Forestry, Prescribed Fires, and Sudden Oak Death. Farm Advisor Deborah Girard retired at the end of June, various UCCE staff member will be managing projects previously conducted by Deborah, such as the Master Gardener and Canning workshops. Stackhouse assigned as Western SARE director.

12. **Salt River Project Update**—Figas Construction, contractor for the 2017 Salt River Ecosystem Restoration Project is on site performing excavation, grading and application of sediment to agricultural reuse areas. To date approximately 40,000 cubic yards of the estimated 120,000 cy has been moved. Nesting bird surveys continue as required by project permits, and water management and fish removal are being coordinated between the contractor, permitting agencies and HCRCD staff. The 2017 construction season is anticipated to last between June 15 and September 30.

13. **District staff activities** and project updates were provided for review. Brief update regarding activities on Humboldt Bay National Wildlife Refuge’s White Slough project provided.

14. **Next regular monthly meeting** scheduled for **Thursday, August 10, 2017** 8am at the Humboldt Agricultural Center.

15. **Business Meeting adjourned** by Chairman Cohoon at 9:30 am.

16. **Soil Health and Carbon Farming Workshop** immediately followed Board Meeting and concluding at 12:30pm.
AGENDA

Thursday, September 14, 2017

8:00 A.M.

Agricultural Center – Auditorium – 5630 South Broadway - Eureka

1. CALL TO ORDER – Dan Cohoon, Chairman

2. INTRODUCTIONS

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

4. PUBLIC COMMENT PERIOD

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

5. DISTRICT CORRESPONDENCE (Circulated at meeting)

**Incoming:**
- Salmonid Restoration Federation – Request of sponsorship for SFR Conference, April 11-14, 2018 at Fortuna River Lodge.

**Outgoing:**
- Natural Resources Conservation Service – final invoice and accounting for Contributions Agreement #68-9104-5-304
- Department of Industrial Relations – Annual Labor Compliance Report for Jul 1, 2016 – June 30, 2017
- Notification to Landowner – Notice regarding Salt River channel corridor fencing (1 letter)
- Notifications to Landowners – Information regarding participation in Salt River sediment reuse program (2 letters)
- Notification to Humboldt County Dairies – Grant Funding Opportunity for Dairies – CDFA Alternative Manure Management Program (51 postcards)

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. PRESENTATION – Jeff Borum, Soil Health Coordinator, East Stanislaus RCD

8. BOARD ACTION ITEMS

8.1 Minutes for meeting of August 2017* presented for approval
8.2 September Financial Report presented for approval (Handout)
8.3 FY 16/17 YEAR END FINANCIAL UPDATE – Review & Discuss close of Fiscal Year Chart of Accounts Review

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

10. UCCE Report – Jeffery Stackhouse, UCCE Livestock Advisor

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

12. SALT RIVER PROJECT UPDATE* - ACTION - Staff

   12.1 Update and discussion on status of Upper Phase 2A (2017) construction activities.

   12.2 RESOLUTION NO. 17-09 – Review contract amendments and authorize Executive Director to execute additional contract amendment per HCRCD’s Bidding Policy.

   12.3 PRESENTATION – Salt River Phase 2B design and construction phasing – Jeremy Svehla & Michael Love (Salt River Design Team)

   12.4 RESOLUTION NO. 17-10 – Review design and construction phasing and authorize HCRCD staff to work with Design Team, landowners, and grant funders to establish 2018 construction footprint.

   12.5 RESOLUTION NO. 17-11 – Review and discuss landowner-requested project design modifications triggering permit amendments. Authorize staff to submit Coastal Commission amendment(s) and develop funding matrix. Request NRCS design support where appropriate.

   12.6 RESOLUTION NO. 17-03 – Update and discussion on status of License Agreement by and between the City of Ferndale and the Humboldt County Resource Conservation District for ingress and egress over and across the City of Ferndale’s property for Sediment Management Area monitoring and maintenance.

13. NEXT REGULAR MEETING: Thursday, October 12, 2017 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 707-442-6058 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.
1. **Meeting called to order** by Board Chairman Dan Cohoon at 8:03 am.

2. **Attendance**
   - Directors Present-
     D. Cohoon, G. Markegard, G. Belli, H. Klopper
   - Directors Excused - P. Bussman, M. Moore, J. Renner
   - HCRCD Staff -
     J. Demers- Executive Director, C. Ihle-Program Manager, D. Hansen-Project Coordinator, S. Rowe-Project Coordinator, L. Barnwell-Office Manager
   - Staff Excused- F. Tjarnstrom- Project Coordinator, S. Daugherty-Project Coordinator
   - Guests -
     Rex Bohn-District Supervisor, Jon Shultz-NRCS District Conservationist, Jeff Stackhouse-UCCE Livestock Advisor, Melissa Lema-Western United Dairymen, D. Nelson, K. Garrison, L. Schmoele, B. Dolcini

3. **Changes or Additions to agenda**-
   - Additional Correspondence- Outgoing Proposal Statement

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

5. **District correspondence** was discussed and circulated for review during the meeting.

6. **Director's reports, request, or announcements** -
   - Board Director Markegard provided an update on RC & D. Currently no they have no Humboldt County projects, receiving some Federal funds and working on illegal marijuana grow site clean-up in Trinity County.

7. **Board Action Items**-
   7.1 Motion by Director Markegard to approve the Humboldt County Resource Conservation District minutes of July 13, 2017. Second by Director Belli. Ayes-Director Cohoon, Klopper. Noes-None.
   7.2 Motion by Director Markgard to approve the Humboldt County Resource Conservation District financial report 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 issue payment on the Bertha Russ Lytle Foundation Line of Credit as funds are available. Second by Director Belli. Second by Director Belli. Ayes-Director Cohoon, Klooper. Noes-None.

8. **Old Business (action)**-
   8.1 Review and Modify Chart of Accounts-Brief review and discussion of chart of accounts as related to CBS Software and governmental requirement for grant fund tracking. Discussed necessary up-coming changes to system as current software moves to a real-time tracking. Reviewed transparency through Board oversight and access as well as discussed system security. Further discussion and review to be held with HCRCD Finance Committee.
9. **NRCS District Conservationist Jon Shultz** provided an update on current funding program cycles including closing dates, funding allocations and implementation schedules. Discussed Eureka office staffing level and upcoming training opportunities for NRCS staff.

10. **UCCE Livestock Advisor Jeff Stackhouse** - provided an update on current activities of the UCCE staff and programs; including 4-H, Nutrition, Forestry, Prescribe Fires, and Sudden Oak Death. Also updated on current infestation of Army Worms, their impacts on pasture land, and control measures.

11. **USFWS Partners Program Report**-Lisa Schmoele, provided a brief introduction to the program, as well as herself. Lisa recently moved into the position previously held by Paula Golightly of the Partners Program. USFWS has been a continued working partner with HCRCD on habitat restoration and ecological services.

12. **Salt River Project Update**- Figas Construction continues to work on the 2017 Salt River Ecosystem Restoration Project site performing excavation, grading and application of sediment to agricultural reuse areas. To date approximately two-thirds of the estimated excavation has been completed. HCRCD Staff continues to work with landowners and local agencies regarding the area commonly known as Eastside Drainage as it is integrated into the 2017 footprint. Bird surveys continue, water management and fish removal are being coordinated between the contractor, permitting agencies, and HCRCD staff. The 2017 construction season is anticipated to last between June 15 and September 30. HCRCD Staff is working with landowners upstream of the 2017 construction footprint, as well as addressing landowner concerns as related to prior year construction activities.

13. **District staff activities** and project updates were provided for review. Additional update provided outlining current trucking activities on NFWS White Slough Wetlands Enhancement project and Soil Health Workshop held following the July Board Meeting.

14. **Closed Session for Public Employee Performance Evaluation**- A positive review was given to Executive Director Jill Demers by the HCRCD Board of Directors.

15. **Next regular monthly meeting** scheduled for **Thursday, September 14, 2017** 8am at the Humboldt Agricultural Center.

16. **Business Meeting adjourned** by Chairman Cohoon at 10:18 am.
AGENDA

Thursday, October 12, 2017

8:00 A.M.

Agricultural Center – Auditorium – 5630 South Broadway - Eureka

(items marked with * are attached to director packets.

To request board packet information, please contact Jill Demers at 707-832-5594)

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. INFORMATIONAL ITEMS

   5.1 District Correspondence (Circulated at meeting)

   5.2 HCRCD Director Updates and Announcements – Directors may provide updates on their activities related to the HCRCD such as other meetings attended and other relevant announcements.

   5.3 NRCS Update – Jon Shultz, NRCS District Conservationist

   5.4 USFWS Partners & Coastal Programs Update – Liisa Schmoele, USFWS Habitat Restoration Program Manager

   5.5 Salt River Watershed Council’s Salt River Celebration, Saturday, Nov. 4th, 11am – 3pm.

6. BOARD ACTION ITEMS

   6.1 Minutes for meeting of September, 2017* presented for approval

   6.2 October Financial Report presented for approval (Handout)

   6.3 Resolution 17-11 – Resolution endorsing the application for a State Coastal Conservancy Proposition 1 Solicitation for the USFWS Humboldt Bay National Wildlife Refuge Hookton Slough Large Wood Project.

7. SALT RIVER ECOSYSTEM RESTORATION PROJECT *- ACTION

   7.1 Discuss Upper Phase 2A (2017) construction implementation progress and possible action to approve additional change order work to current construction contract.

   7.2 Discuss progress of 2018 implementation planning and possible action to establish timeline to finalize construction plans with landowners and execute Temporary Construction Easements in the 2018 footprint.

   7.3 Discuss Riverside Ranch (Salt River Unit of the CA Department of Fish and Wildlife’s Eel River Wildlife Management Area) berm, landowner requests, and management and monitoring activities.

8. RCD PROJECT UPDATES and STAFF REPORTS* - Staff
9. FUTURE AGENDA ITEMS

10. NEXT REGULAR MEETING: Thursday, November 9, 2017 at 8 a.m.
    Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit), Eureka, CA

11. ADJOURNMENT

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Save the Date! The Salt River Celebration, hosted by the Salt River Watershed Council, will be held Saturday, November 4, 2017 from 11am - 3pm at Veterans Memorial Hall, 1100 Main Street, Ferndale, CA. Learn about the Salt River Ecosystem Restoration Project, take a tour of this year's Project site, and enjoy a free BBQ lunch.
1. Meeting called to order by Board Chairman Dan Cohoon at 8:02 am.

2. Attendance
   - Directors Present-
     D. Cohoon, G. Markegard, H. Klopper, P. Bussman, M. Moore,
   - Directors Excused - J. Renner, G. Belli
   - HCRCD Staff -
     J. Demers-Executive Director, C. Ihle-Program Manager, D. Hansen-Project Coordinator,
     L. Barnwell-Office Manager, F. Tjarnstrom-Project Coordinator, S. Daugherty-Project Coordinator
   - Staff Excused- S. Rowe-Project Coordinator
   - Guests -
     Jon Shultz-NRCS District Conservationist, Jeff Stackhouse-UCCE Livestock Advisor,

3. Changes or Additions to agenda-
   No Changes

4. Public Comment-
   No comments received.

5. District correspondence was discussed and circulated for review during the meeting.

6. Director's reports, request, or announcements -
   No Director's Reports

7. Soil Health Presentation-Jeff Borum, Soil Health Coordinator, East Stanislaus RCD-
   Specialty Crop Block Grant information, handout provided

8. Board Action Items-
   8.1 Motion by Director Markegard to approve the Humboldt County Resource Conservation District minutes of August 10, 2017. Second by Director Moore. Ayes-Director Bussman, Klopper. Noes-None.
   8.2 Motion by Director Markgard to approve the Humboldt County Resource Conservation District financial report 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 authorize Executive Director to request Line of Credit funds to support staff and operating expenses. Second by Director Belli. Second by Director Moore. Ayes-Director Bussman, Klooper. Noes-None.
   8.3 2016/2017 Year End Financial Update-Brief review and discussion of chart of accounts as related to CBS Software and governmental requirement for grant fund tracking. Discussed necessary up-coming changes to system as current software moves to a real-time tracking and process to archive closed and audited electronic information. Motion by Director Markegard to approve staff request to archive closed and audited electronic CBS accounts, revise chart of accounts to remove unused accounts, and modify
9. NRCS District Conservationist Jon Shultz provided an update on current funding program cycles including closing dates for contracting, funding allocations and implementation schedules, as well as site visits and field tours. Discussed Eureka office staffing level and Federal fiscal year end close outs and possible changes.
10. UCCE Livestock Advisor Jeff Stackhouse -provided an update on current activities of the UCCE staff and programs; including 4-H, Nutrition, Forestry, Prescribe Fire Association, and studies surrounding oak and fir re-growth rates in restoration areas. Also updated on current livestock mineral studies from Humboldt County and their relationship to other parts of the state.
11. District staff activities and project updates were provided for review. Additional update provided on White Slough Wetlands Restoration Project culvert installation, and new technical assistance grant for Alternative Manure Management Projects made available through CDFA through the Greenhouse Gas Reduction Fund to reduce methane gases.
12. Salt River Ecosystem Restoration Project -
   12.1 Update-Figas Construction continues to work on the 2017 Salt River Ecosystem Restoration Project site performing excavation, grading and application of sediment to agricultural reuse areas. To date approximately 93,000 cubic yards of sediment have been excavated. This is about 80% of the total sediment to be excavated this season. Work has focused on the Roughened Channel leading into Sediment Management Area (SMA). Work is also ongoing to complete final grading and finishing of the Salt River channel downstream of the Waste Water Treatment Plant. Figas will soon begin diverting Francis Creek. CDFW completed all necessary fish removal and nesting bird season ended August 15th. Miller Farms is being subcontracted by Figas to complete fencing. They have been unable to procure redwood con heart fence posts, therefore the RCD has worked with landowners to authorize the substitution of galvanized steel posts. RCD also authorized additional fence erected in areas of Phase Middle 2A where fencing was not completed in 2015. HCRCD, GHD, and Figas continue to coordinate closely with landowners. HCRCD Executive Director has also granted Figas a no cost time extension to October 14th to provide extra working days to complete change order work, provide extra working days to compensate for poor weather days, and to accommodate delays the arrival of materials (e.g., agricultural bridge). Figas has been working longer hours and Saturdays as well, as allowed by the contract.
   12.2 Resolution No. 17-09-Resolution authorizing Executive Director to execute additional contract amendment per HCRCD’s Bidding Policy.
   **Discussion & Action:** Current change orders approximately total $90,950. Additional change orders may need to be authorized. Staff recommends that the Board authorizes Executive Director to execute additional contract amendment as necessary. Motion by Director Markegard to authorize Executive Director to execute additional contract amendments per HCRCD Bidding Policy. Second by Director Moore. Ayes-Director Bussman, Klooper. Noes-None.
   12.3 Presentation-Salt River Phase 2B design and construction phasing PowerPoint presentation by Salt River Design Team Jeremy Svehla and Michael Love. Phase 2B includes construction of the remainder of the Project in its entirety, approximately 2.3 miles of the Salt River channel and the reconnection of Williams and Coffee Creeks to the Salt River. Project Phase 2B 90% design were completed in January 2014, prior to
Williams Creek changing course to flood and deposit sediment within the Phase 2B footprint. Due to current conditions in the Phase 2B footprint and opportunity to, a feasible and constructible 2018 construction footprint is recommended to extend from the 2017 rock grade control near to approximately Highway 211 bridge crossing.

12.4 Resolution No. 17-10: Resolution establishing Salt River Ecosystem Restoration Project approach to implementing the final phase of the Project, Phase 2B, and authorizing HCRCD staff to work with Design Team, landowners, and grant funders to establish 2018 construction footprint.

Discussion & Action: Design Team recommendations from PowerPoint discussed. Motion by Director Markegard to authorize staff to work with Design Team, landowners, and funders to establish 2018 construction footprint. Second by Director Bussman. Ayes-Director Moore, Klooper. Noes-None.

12.5 Resolution No. 17-11: Resolution authorizing Humboldt County Resource Conservation District staff to submit Coastal Commission amendment(s).

Discussion & Action: Discussion held regarding need for Coastal Commission Coastal Development Permit amendment for several project components requested by a landowner within the Project footprint. Discussion regarding specific landowner-requested project design modifications triggering permit amendments. Motion by Director Moore to authorize staff to submit Coastal Commission amendment request for modifications located on the Albin NRCS Floodplain Easement and include the relocation of culverted crossing on "Lake Vevoda" near Salt River Station 241+00; rocked ford crossings; the relocation of approximately 20 acres of riparian from the Floodplain Easement to Riverside Ranch, also known as the Salt River Unit of California Department of Fish and Wildlife's Eel River Wildlife Management Area; and an agricultural bridge spanning Salt River channel near Station 238+00. Second by Director Markegard. Ayes-Director Bussman, Cohoon, Markegard, Moore. Noes-Klooper.

12.6 Resolution No. 17-03: Resolution authorizing Executive Director to enter into License Agreement by and between the City of Ferndale and the Humboldt County Resource Conservation District for vehicular and pedestrian ingress and egress over and across the City of Ferndale’s property in order to access Sediment Management Area, a component of the Salt River Ecosystem Restoration Project, to conduct monitoring, operations and maintenance of the Sediment Management Area.

Discussion & Action: Discussion held regarding status of License Agreement between the HCRCD and the City of Ferndale and a separate License Agreement between Mr. Andrew Albin and the City of Ferndale. HCRCD staff recommended that License Agreement is executed for this purpose prior to the completion of construction of Phase Motion by Director Markegard to authorize Executive Director or designee to enter into a License Agreement between the City of Ferndale and the HCRCD as described. Second by Director Klopper. Ayes-Director Bussman, Cohoon, Markegard, Moore. Noes-None.

12.7 Public Comment received regarding height of Riverside Ranch berm and concerns regarding drainage by landowners adjacent to the property. Director Bussman requested agenda item be added to next meetings’ agenda.

13. Next regular monthly meeting scheduled for Thursday, October 12, 2017 8am at the Humboldt Agricultural Center.

14. Meeting adjourned by Chairman Cohoon at 11:28 am.
AGENDA

Thursday, November 9, 2017

8:00 A.M.

Agricultural Center – Auditorium – 5630 South Broadway - Eureka

(Items marked with * are attached to director packets.
To request board packet information, please contact Jill Demers at 707-832-5594)

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. INFORMATIONAL ITEMS
   5.1 District Correspondence (Circulated at meeting)
   5.2 HCRC District Director Updates and Announcements – Directors may provide updates on their activities related to the HCRC such as other meetings attended and other relevant announcements.
   5.3 NRCS Update – Jon Shultz, NRCS District Conservationist
   5.4 USFWS Partners & Coastal Programs Update – Liisa Schmoele, USFWS Habitat Restoration Program Manager
   5.5 University of California Cooperative Extension Report – Jeffery Stackhouse, UCCE Livestock Advisor

6. BOARD ACTION ITEMS
   6.1 Minutes for meeting of October, 2017* presented for approval
   6.2 November Financial Report presented for approval (Handout)

7. SALT RIVER ECOSYSTEM RESTORATION PROJECT *
   7.1 Discuss Upper Phase 2A (2017) construction implementation progress.
   7.2 Discuss progress of 2018 implementation planning.
   7.3 Discuss Riverside Ranch (Salt River Unit of the CA Department of Fish and Wildlife’s Eel River Wildlife Management Area) berm, landowner requests, and management and monitoring activities.

8. RCD PROJECT UPDATES and STAFF REPORTS* - Staff

9. BOARD OF DIRECTORS ANNUAL ORGANIZATIONAL SESSION – ACTION (Cohoon)
   9.1 Receive Nominations & Elect Officers to Serve a One-Year Term
Current Officers (Serving since 2009):
Chairman – Dan Cohoon
Vice-Chair – Gary Markegard
Secretary/Treasurer – Mark Moore

9.2 Committees - Discuss current committees, establish or abolish 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

10. FUTURE AGENDA ITEMS

11. NEXT REGULAR MEETING: Thursday, December 14, 2017 at 8 a.m.
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit), Eureka, CA

12. ADJOURNMENT

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HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT
Board of Director’s Regular Monthly Meeting Minutes
October 12, 2017
Humboldt Agricultural Center 5630 South Broadway Eureka, CA

1. Meeting called to order by Board Chairman Dan Cohoon at 8:02 am.
2. Attendance
   • Directors Present-D. Cohoon, G. Markegard, H. Klopper, J. Renner, G. Belli
   • Directors Excused - M. Moore, P. Bussman
   • HCRCD Staff -J. Demers- Executive Director, C. Ihle-Program Manager, D. Hansen-Project Coordinator, L. Barnwell-Office Manager, F. Tjarnstrom-Project Coordinator, S. Daugherty-Project Coordinator
   • Staff Excused- S. Rowe-Project Coordinator
   • Guests-Jon Shultz-NRCS District Conservationist, Liisa Schmoele-USFWS, K. Philis, B. Slocum, D. DelBiaggio
3. Changes or Additions to agenda
   No Changes
4. Public Comment
   No comments received
5. Informational Items
   5.1 District Correspondence was discussed and circulated for review during the meeting.
   5.2 No HCRCD Directors updates, reports or announcements provided.
   5.3 NRCS Update-Jon Shultz, NRCS District Conservationist provided an update on current funding program cycles including closing dates for contracting, funding allocations and implementation schedules. Updated on NRCS Engineer Bob Smith, who will be leaving the Eureka Field Office for a position with Forest Service in Oregon in mid-November.
   5.4 USFWS Partners & Coastal Programs Update-Liisa Schmoele, USFWS Habitat Restoration Program Manager provided updates on current open grant solicitation for private landowners, and on current projects underway.
   5.5 Salt River Watershed Council’s Salt River Celebration will be held Saturday November 4th, 11am-3pm Ferndale Veteran’s Building
6. Board Action Items
   6.1 Motion by Director Markegard to approve the Humboldt County Resource Conservation District minutes of September 14, 2017 with corrections to spelling. Second by Director Renner. Ayes-Directors Belli, Klopper. Noes-None
   6.2 Motion by Director Markgard to approve the Humboldt County Resource Conservation District financial report 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 authorize Executive Director to issue reimbursement payments to the Line of Credit as funds become available. Second by Director Belli. Ayes-Director Renner, Klopper. Noes-None.
   6.3 Resolution 17-11 endorsing the application for State Coastal Conservancy Proposition 1 Solicitation for the USFWS Humboldt Bay National Wildlife Refuge Hookton Slough Large Wood Project.
Motion by Director Markegard to approve resolution 17-11 endorsing the application to the State Coastal Conservancy Proposition 1 Solicitation for the USFWS Humboldt Bay National Wildlife Refuge Hookton Slough Large Wood Project. Second by Director Belli. Ayes-Director Renner, Klopper. Noes-None.

7. Salt River Ecosystem Restoration Project-Action

7.1 Upper Phase 2A (2017)-HCRCD staff provided update on current status of construction and timeframe for completion. Figas Construction has been working to complete excavation and grading, mulching and seeding underway, and erosion protection being placed. Agricultural bridge is in place on the Sousa property. Due to delays in delivery of components necessary to the agricultural bridge and water control structure, Executive Director Demers recommended to the Board to issue a no cost time extension for the implementation of these items. Additional change order items were discussed as part of the 2017 construction contract, including establishment of a staging area and riparian removal for Phase 2B 2018 construction. Due to the additional costs of these changes, Board action is necessary to authorize an amendment to the current bidding policy to execute the change orders as part of the 2017 Figas Construction contract. Motion by Director Markegard to authorize Executive Director to execute additional contract amendments as necessary up to the amount of $150,000 for the Figas 2017 Upper Phase 2A Construction Contract for project activities as related to the Salt River Ecosystem Restoration Project. Second by Director Renner. Ayes-Director Belli, Klopper. Noes-None.

7.2 Staff provided update on status and progress of 2018 implementation planning and timeline to finalize construction plans with landowners and execute Temporary Construction Easements in the 2018 footprint. Discussion held and Board reviewed steps followed for establishing 2017 construction design, bidding and implementation process and discussed differences in technical components as related to finalization of plans and implementation of construction. Motion by Director Renner to finalize construction plans with landowners and execute Temporary Construction Easements in the 2018 Footprint by March 1, 2018. Second by Director Belli. Ayes-Director Markegard, Klopper. Noes-None.

7.3 Staff provided update on status of investigations into the funding of Riverside Ranch (Salt River Unit of the CA Department of Fish and Wildlife’s Eel River Wildlife Management Area) berm. Landowner requests for modifications to the berm continue. Staff provided update on management and monitoring activities. The Project Management Team as established by the Adaptive Management Plan will meet in mid-October to discuss administrative items, and establish timelines and process. Kamman Hydrology is working to outline data collection and analysis needed to determine function of levee as related to impacted drainage and will interview neighboring landowners in late October.

8. RCD Project Updates and Staff Reports were provided for review. Additional updates were provided on technical assistance being provided for Alternative Manure Management Program made available through CDFA, staff attendance to the CARCD conference in November, and extension of employment for Project Coordinator, Sean Rowe. Staff provided an update on the landowner outreach efforts to receive landowner access agreements for Williams Creek Planning Project studies. HCRCD has received nearly all landowner access agreements needed to move forward with the necessary field work scheduled for early November.
9. **Future Agenda Items**
   No Requests

10. **Next regular monthly meeting** scheduled for **Thursday, November 9, 2017** 8am at the Humboldt Agricultural Center.

11. **Business Meeting adjourned** by Chairman Cohoon at 9:24am.
SPECIAL MEETING

AGENDA

Monday, November 27, 2017
8:00 am
Agricultural Center – Auditorium
5630 South Broadway - Eureka

Teleconference Number: 707-890-6214 (No PIN required)

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. ACTION – Discussion & Approval of Resolution 17-12 – Resolution endorsing the application to National Association of Conservation Districts (NACD) to provide technical assistance to USDA Natural Resources Conservation Service (NRCS) and, if grant is awarded, directing HCRCD Executive Director to accept and sign contracts with NACD and NRCS and to hire staff or consultants to provide engineering support.

6. NEXT REGULAR MEETING: Thursday, December 14, 2017 at 8 a.m.
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

7. ADJOURNMENT

Public Notice: In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the RCD at (707) 442-6058 x 5. Notification at least 24 hours prior to meeting time will assist staff in assuring that reasonable accommodations can be made to provide accessibility at the meeting.
AGENDA

Thursday, December 14, 2017
8:00 A.M.

Agricultural Center – Auditorium – 5630 South Broadway - Eureka
 ITEMS marked with * are attached to director packets.
To request board packet information, please contact Jill Demers at 707-832-5594

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. INFORMATIONAL ITEMS
5.1 District Correspondence (Circulated at meeting)
5.2 HCRCD Director Updates and Announcements – Directors may provide updates on their activities
related to the HCRCD such as other meetings attended and other relevant announcements.
5.3 NRCS Update – Jon Shultz, NRCS District Conservationist
5.4 University of California Cooperative Extension Report – Jeffery Stackhouse, UCCE Livestock
Advisor

6. BOARD ACTION ITEMS
6.1 Minutes for regular meeting of November 9, 2017* presented for approval
6.2 Minutes for special meeting of November 27, 2017* presented for approval
6.3 December Financial Report presented for approval (Handout)
6.4 Resolution 17-13 – Workers’ Compensation for Governing Body Members and Volunteers
Coverage*
6.5 Discuss and possible action to update Employee Handbook – Consider addition of Voluntary Leave
Transfer Program and inclusion of Memorial Day holiday.*
6.6 Update and Approve Annual Calendar*
6.7 Request Audit Engagement Letter from Aycock & Edgmond for FY 16/17 audit and authorizes
Executive Director to sign Engagement Letter.
6.8 Discuss and take possible action to establish Salt River Adaptive Management Committee as a
standing committee.*

7. SALT RIVER ECOSYSTEM RESTORATION PROJECT *- ACTION
7.1 Discuss Upper Phase 2A (2017) construction implementation progress.

7.2 Discuss progress of Salt River 2018 implementation planning and possible action regarding landowner requested modifications to Project.

7.3 Discuss and possible action to approve Flood Inundation and Drainage Monitoring for Riverside Ranch (Salt River Unit of the CA Department of Fish and Wildlife’s Eel River Wildlife Management Area) Area scope of work.

7.4 Update on Monitoring and Adaptive Management activities.

8. RCD PROJECT UPDATES and STAFF REPORTS* - Staff

9. FUTURE AGENDA ITEMS

10. NEXT REGULAR MEETING: Thursday, January 11, 2018 at 8 a.m.
Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit), Eureka, CA

11. 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.
1. Meeting called to order by Board Chairman Dan Cohoon at 8:02 am.

2. Attendance
   - Directors Present-D. Cohoon, G. Markegard, H. Klopper, G. Belli, M. Moore, P. Bussman
   - Directors Excused - J. Renner
   - HCRCD Staff-J. Demers- Executive Director, C. Ihle-Program Manager, D. Hansen-Project Coordinator, L. Barnwell-Office Manager, F. Tjarnstrom-Project Coordinator, S. Daugherty-Project Coordinator
   - Staff Excused- S. Rowe-Project Coordinator
   - Guests - Jon Shultz-NRCS District Conservationist, Liisa Schmoele-USFWS, Daniel DelBiaggio, Kathy Phillis

3. Changes or Additions to agenda
   No Changes

4. Public Comment
   No comments received

5. Informational Items
   5.1 District Correspondence was discussed and circulated for review during the meeting.
   5.2 HCRCD Director Markegard noted the RC &D met in Weaverville however he was unable to participate. Directors Klopper and Cohoon attended the Salt River Celebration, the event was well attended by the Community with approximately 125 attendees present for field tours and slide show presentation on the project.
   5.3 NRCS Update-Jon Shultz, NRCS District Conservationist provided an update on the 2017 EQIP funding program and contracted projects. Shultz updated on current staff, and upcoming staffing changes both locally and regionally. Planning for a local working group meeting to discuss regional conservation issues and needs to be scheduled in early 2018.
   5.4 USFWS Partners & Coastal Programs Update-Liisa Schmoele, USFWS Habitat Restoration Program Manager provided information regarding project opportunities and funding available to landowners.
   5.5 University of California Cooperative Extension Update- no staff available to provide an update on activities.

6. Board Action Items
   6.1 Motion by Director Markegard to approve the Humboldt County Resource Conservation District minutes of October 12, 2017. Second by Director Belli. Ayes-Directors Bussman, Moore, Klopper. Noes-None
   6.2 Motion by Director Markgard to approve the Humboldt County Resource Conservation District financial report 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 authorize Executive Director to issue reimbursement payments to the Bertha Russ Lytle Foundation Line of Credit as funds become available. Second by Director Belli. Ayes-Directors Bussman, Moore, Klopper. Noes-None
7. **Salt River Ecosystem Restoration Project-Action**
   7.1 Upper Phase 2A(2017)-Figas Construction has completed 2017 construction of the Salt River Ecosystem Project. In stream work was concluded by the October 15th deadline with connection of Francis Creek to Salt River. Eastside Drainage was completed and connected to Francis Creek. The 2018 staging areas has been established on a portion of the Albin Floodplain Easement near Arlynda Corners. Riparian planting is scheduled to begin in December.
   7.2 CalFire has begun to clear vegetation for the 2018 season as weather permits. Survey activities are underway for the entire Phase 2B footprint. Discussions are continuing to be held with landowners, design team and agencies regarding 2018 design and implementation activities.
   7.3 Kamman Hydrology, GHD and HCRCD Staff met with effected landowners to discuss Riverside Ranch (Salt River Unit of the CA Department of Fish and Wildlife’s Eel River Wildlife Management Area) levee function, establish collect data process and develop analysis outline to determine potential corrective actions, if necessary. The Project Management Team as established by the Adaptive Management Plan held a preliminary meeting that was well attended and process in moving forward.

8. **RCD Project Updates** and Staff Report handout was provided for review.

9. **Board of Directors Annual Organizational Session**
   9.1 Receive nominations and elect officers to serve one-year term. Motion by Director Markegard for current serving officers; Chairman Dan Cohoon, Vice-Chairman Gary Markegard, and Secretary/Treasurer Mark Moore to remain the same for the 2018 year. Second by Director Busman. Ayes-Director Moore, Belli, Klopper. Noes-None

   9.2 Review current committees, establish or abolish as needed. Appoint chair to serve one-year term.

   Motion by Director Markgard to approve standing and ad hoc committees as described below:

   **Standing Committees:**
   - **Executive Committee**
     Members: Cohoon, Markegard, Moore
   - **Soil Health Committee** (formerly Grazing Committee)
     Members: Markegard, Klopper, Belli, Bussman, Jeff Stackhouse/UCCE, Jon Shultz/NRCS
     Chair: Peter Bussman
   - **Dairy Committee**
     Members: Belli, Renner
     Chair: Jim Renner

   **Ad Hoc Committees:**
   - **Salt River Implementation Committee**
     Members: Dan Cohoon, Mark Moore, Gary Belli
Second by Director Moore. Ayes-Directors Bussman, Belli, Klopper. Noes-None

10. Future Agenda Items-Two agenda items requested by Directors:

- Discuss and possible action to establish Salt River Adaptive Management Committee as standing committee
- Discuss and take possible action regarding landowner requests for 2018 Salt River footprint, including requested agricultural bridge on Albin Floodplain Easement.

11. Next regular monthly meeting scheduled for **Thursday, December 14 2017** 8am at the Humboldt Agricultural Center.

12. **Business Meeting adjourned** by Chairman Cohoon at 9:50am.
1. Called to order by Dan Cohoon, Chairman at 8 am.
2. Introductions and roll call-
   Present: Jill Demers-HCRCD Executive Director, Lauri Barnwell-HCRCD Office Manager,
   Jon Shultz-NRCS District Conservationist, Gary Belli-HCRCD Director, Pete Bussman-
   HCRCD Director.
   Teleconference: Gary Markegard-HCRCD Director, Hugo Klopper-HCRCD Director, Mark
   Moore-HCRCD Director, Jim Renner-HCRCD Director
3. No changes to the agenda.
4. No public comment received.
5. ACTION – Discussion & Approval of Resolution 17-12 – Resolution endorsing the application to
   National Association of Conservation Districts (NACD) to provide technical assistance to USDA
   Natural Resources Conservation Service (NRCS) and, if grant is awarded, directing HCRCD
   Executive Director to accept and sign contracts with NACD and NRCS and to hire staff or
   consultants to provide engineering support.

   Discussion outlining need for an engineer to be available to both the HCRCD and NRCS to best
   support projects and producers. Additional discussion held in regards to term of position,
   training, oversight, and office space.

   Motion by Director Gary Markegard to accept and approve Resolution 17-12 as outlined;

   1. HCRCD staff to develop and submit an application to the NACD to support NRCS
      EQIP contract implementation and conservation planning delivery; and
   2. If awarded grant funding, the Board further authorizes HCRCD Executive Director
      or designee to accept and sign any contract and all subsequent amendments for
      grant administration; and
   3. If awarded grant funding, the Board further authorizes HCRCD Executive Director
      or designee to develop a job description for one (1) full-time engineer position for
      an one (1) year term, and to advertise the open position; and
   4. HCRCD Executive Director or designee to review applications, interview
      candidates, and offer employment to qualified applicant(s) pursuant applicable
      non-discrimination and fair employment laws; and
   5. If a qualified candidate cannot be hired within 1 month of the HCRCD receiving
      grant funding, the Board further authorizes HCRCD Executive Director or
      designee to develop a Request for Proposal from consulting engineers pursuant
      to HCRCD’s Procurement of Services Policy; and
   6. The Board further authorizes HCRCD Executive Director and NRCS District
      Conservationist to review, update, and enter into Operational Agreement or
      other suitable agreement or contract to outline roles and responsibilities for
      agencies, staff, and/or consultants to deliver conservation programs in Humboldt
      County.
Second by Director Pete Bussman. Ayes-Director Moore, Director Klopper, Director Belli, Director Renner, Director Cohoon

6. Next Regular Meeting: Thursday, December 14, 2017 at 8 a.m. Meeting location: Agriculture Center Auditorium, 5630 South Broadway (Humboldt Hill exit) Eureka, CA

7. Adjourned 8:20am.