



AGENDA

NAPA COUNTY RESOURCE CONSERVATION DISTRICT

1303 Jefferson Street, Suite 500B, Napa, CA 94559, 707-252-4188

Thursday March 12, 2015 8:00 A.M.

District President: Beth Painter Vice President: Jon Kanagy
District Directors: Ashley Anderson Bennett, Rainer Hoenicke,
Gretchen Stranzl McCann, Jim Lincoln, Bill Pramuk

Executive Director: Leigh Sharp District Secretary: Kathleen Edson District Counsel: Susie Altman

GENERAL INFORMATION

The Napa County Resource Conservation District (RCD) will hold a regular Meeting on Thursday, March 12, 2015 at 8:00 A.M. The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available through the Secretary of the Board. Requests for disability related modifications or accommodations, aids or services must be made to the RCD office no less than 72 hours prior to the meeting date by contacting 707-252-4188, ext. 100 (707-252-4219 FAX). Time for public commentary will be provided prior to Consent Calendar. Time limitations for individual speakers may be set at the discretion of the Chair. All materials relating to the agenda are available for public inspection at the District Office Monday through Friday, between the hours of 8:00 A.M. and 5:00 P.M., except for District Holidays.

1. WELCOME AND CALL TO ORDER BY CHAIR, 8:00 A.M. ROLL CALL The meeting is to be called to order and roll call taken at 8:00 A.M.

A. Roll Call

The District Secretary will take attendance.

B. Approval of Meeting Minutes.

The Board will consider approval of minutes from the February 12, 2015 regular meeting.

C. Ratification of District Bills.

The Board will review and ratify bills that have been approved by the Executive Director.

D. Approval of District Bills

The board will review and consider approval of the District bills for February 2015.

2. PUBLIC COMMENTS

In this time period anyone may comment to the Board regarding any subject over which the district has jurisdiction. No comments will be allowed involving any subject matter scheduled for hearing, action, or discussion as part of the current agenda other than to request discussion on a specific consent item. Individuals are requested to limit their comment to three minutes. No action will be taken by the Board as a result of any item presented at this time.

3. EDUCATIONAL PRESENTATION

Charles Schembre, Vineyard Conservation Coordinator, will give a presentation on the Mobile Irrigation Lab program.

4. REPORT FROM EXECUTIVE DIRECTOR, DISTRICT CONSERVATIONIST AND DIRECTORS' COMMENTS Leigh and Rita will give an update on current projects and activities. Board Directors comments and updates may also be given.

5. CONSENT CALENDAR

All items on the consent calendar are considered ministerial or non-substantive and subject to a single motion approval. With the concurrence of the Chair, a Board member may request discussion of an item on the consent calendar.

A. RCD Activity Report for February.

B. NRCS Activity Report for February.

C. Authorization to Execute Agreement with Sonoma RCD for LandSmart On-the-Ground Workshops.

NCRCD and SRCD jointly applied to and received funding, in the amount of \$24,825, from North Bay Watershed Association to implement a series of LandSmart workshops in Napa, Sonoma and Marin counties (10 total workshops). With this Agreement, NCRCD is subgranting \$6,765 to Sonoma RCD to carry out 2 workshops in Sonoma County. The term of the Agreement is January 1 to December 31, 2015.

6. SET ITEMS OR PUBLIC HEARINGS

No set items or public hearings are scheduled.

7. OLD BUSINESS

No Old Business is scheduled.

8. NEW BUSINESS

A. Review and Discussion of District Financial Reports. Anna Mattinson

The accounts receivables and cash flow reports will be presented at the Board meeting.

B. Authorization for President to sign Certificate of Indirect Costs. Leigh

Each year the RCD develops an indirect cost allocation plan to recoup indirect costs through billable rates of staff. The indirect cost allocation plan is developed by the Executive Director, reviewed and approved by the Office of the Napa County Auditor-Controller, and reviewed by the RCD Finance Committee. Federal regulations require that the indirect cost allocation rate proposal include a certification signed by the Board of Directors.

C. Discussion and Update on Policy Development Schedule and Possible Adoption of the Following Policies: 1070 California & Federal Required Posted Policies, 2030 Background Checks, 2815 Immigration Co00 Separation from Service, 2576 Medical and Dental Insurance, 3130 Revenue Recognition mpliance, 22, 3133 Fee for Service, 4040 Duties and Responsibilities of Board Officers, 4095 Ethics and Harassment Prevention Trainings. Kathleen Edson

The Table of Contents for the NCRCD Policy Manual will be presented with completed policies highlighted. A schedule for policy manual completion will also be discussed. The following policies have been reviewed by staff, the finance committee and/or the Ad Hoc Policy Review Committee: 1070 California & Federal Required Posted Policies, 2030 Background Checks, 2815 Immigration Compliance, 2200 Separation from Service, 2576 Medical and Dental Insurance, 3130 Revenue Recognition, 3133 Fee for Service, 4040 Duties and Responsibilities of Board Officers, 4095 Ethics and Harassment Prevention Trainings. Their recommendations for changes and clarification have been incorporated. Staff requests that the Board review and adopt these policies. Staff further requests input from the Board regarding *4040 Duties and Responsibilities of Board Officers*.

D. Request for Ad hoc committee to review applications for Directors' Conservation Scholarship and make recommendation to the board at the April 9th meeting.

Kathleen

E. Authorization for President to sign a Grant Agreement with the California Department of Fish and Wildlife and an associated authorizing resolution for the project entitled, "Napa River Dry-Season Streamflow Monitoring."

This project will support the continued operation and maintenance of four low-flow stream gauging stations on four Napa River tributary streams: Ritchey, York, Huichica, and Carneros Creeks. The objective of the project is to gauge streamflows, compile data, map streams affected by low flows, evaluate effects of drought on steelhead rearing habitat, and identify and prioritize target areas for improvement and enhancement efforts. Maximum compensation is \$61,900 and the term of the project is June 1, 2015 through March 1, 2017.

F. Authorization for President to sign a Grant Agreement with the California Department of Fish and Wildlife and an associated authorizing resolution for the project entitled, “Reducing Road-related Sediment Delivery to Stream Systems in the Wing Canyon Watershed, Napa River.”

The purpose of this project is to upgrade 25+ potential road-related erosion sites within the Wing Canyon Creek watershed and reduce concentrated flow from approximately 1.5 miles of dirt road. Maximum compensation is \$69,633 and the funds will contribute to implementation of a project that has additional funds provided by the State Water Resources Control Board. Proposed improvements will be implemented at a property known locally as Enchanted Hills Camp or Light House for the Blind.

G. Discussion and possible action to endorse an effort of The Trust for Public Land to purchase a conservation easement over Montesol Ranch in northwest Napa and southwest Lake Counties. Leigh

At approximately 8,500-acres, Montesol Ranch is the single largest private property in all of Napa County. It connects a massive complex of protected lands, including 7-miles of shared boundary with Robert Louis Stevenson State Park, a bio-diversity hotspot, and is a top regional priority according to numerous plans and studies. The Trust for Public Land is working collaboratively with Land Trust of Napa County and the landowners who desire to place a conservation easement over the majority of the ranch to restrict subdivision, development and vineyard conversion, to improve forest health and carbon sequestration, to safeguard water supply, and to potentially create new public access opportunities. The landowners are willing sellers and over the coming year Trust for Public Land will be pursuing a variety of potential funding opportunities to raise the necessary funds to purchase the easement. Once purchased, the conservation easement would be donated by the Trust for Public Land to Land Trust of Napa County for permanent holding. For the time being, in lieu of a letter of support, Trust for Public Land is requesting that Napa County RCD endorse the project and allow for use of the District’s name as a supporter in their project materials. Doug Parker, President & CEO of Land Trust Napa County, will be visiting with the RCD Board at our April meeting. RCD staff recommends that we begin discussion at this meeting but that we continue the item until next month when we can have a discussion with Doug Parker.

H. Update regarding certain projects approved or pending review by various granting agencies and programs.

Staff continue to undertake grant writing to support RCD projects and programs of interest to the RCD and our community. A variety of approved and proposed projects will be discussed.

I. Correspondence

1. SDRMA Nomination Documents and Information. Three director seats are up for election with May 1, 2015 the nomination filing deadline.

2. Forestry Notes
3. SDRMA announcement of \$29 credit for Workers' Compensation and \$340 credit for Property Liability.
4. CSDA Board of Directors call for Nominations

9. ADJOURNMENT

UPCOMING DATES AND EVENTS:

April 9 - Board Meeting 8:00 A.M.

April 25 – Earth Day

May 14 - Board Meeting 8:00 A.M.

May 15 – Watershed Symposium, City Winery

June 11 - Board Meeting 8:00 A.M.

July 9 - Board Meeting 8:00 A.M.

August 13 - Board Meeting 8:00 A.M.

September 10 - Board Meeting 8:00 A.M.