



# AGENDA

## NAPA COUNTY RESOURCE CONSERVATION DISTRICT

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

**Thursday April 9, 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**

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

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### GENERAL INFORMATION

The Napa County Resource Conservation District (RCD) will hold a regular Meeting on Thursday, April 9, 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 and March 12, 2015 regular meetings.

**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 March 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**

Doug Parker, President and CEO of the Land Trust of Napa County, will talk about Land Trust activities.

**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 March.**

**B. NRCS Activity Report for March.**

**C. Approve Amendment No. 1 to Agreement No. 852-05 with Center for Ecosystem Management and Restoration (CEMAR).**

This Amendment modifies the scope of work and associated budget of Agreement No. 852-05. Under this amendment RCD staff will provide additional services including: consultation on aquatic habitat locations for monitoring, landowner outreach, and habitat monitoring field assistance. Maximum compensation would increase from \$100,044 to \$122,394 to accommodate the additional tasks. Funds for the Agreement and Amendment are derived from the Department of Water Resources Integrated Regional Water Management Planning (IRWMP) Program.

**D. Authorization for Jonathan Koehler to travel to Redding, CA to attend an electro-fishing training May 12 – 14.** The estimated cost for the training, travel and lodging is \$1475. The RCD has an operating electro-fishing backpack unit that was donated by Napa River Steelhead. Potential use would be on a number of upcoming construction dewatering projects.

## **6. SET ITEMS OR PUBLIC HEARINGS**

### **7. OLD BUSINESS**

#### **A. 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.

### **8. NEW BUSINESS**

#### **A. Review and Discussion of District Financial Reports.** Anna

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

#### **B. Review and approve budget amendment.** Leigh

A budget amendment is being proposed to reflect our current understanding of the District's finances. It is proposed that revenue be reduced by \$57,000 and that expenditures be reduced by \$71,650. The budget amendment results in total revenue of \$1,675,960 and total expenses of \$1,658,758, with a fund balance addition of 17,202.

#### **C. Discussion and Possible Adoption of the Following Policies: 4040 Duties and Responsibilities of Board Officers, 2400 Hours of Work and Overtime, 2545 Workers' Compensation Leave, 2700 Internet, E-mail, and Electronics**

**Communication Ethics, Usage and Security, 3025 Workers' Compensation, 9010 Recycling, 9060 Environmental Use Policy.** Kathleen Edson

The following policies have been reviewed by staff, the finance committee and/or the Ad Hoc Policy Review Committee: 4040 Duties and Responsibilities of Board Officers, 2400 Hours of Work and Overtime, 2545 Workers' Compensation Leave, 2700 Internet, E-mail, and Electronics Communication Ethics, Usage and Security, 3025 Workers' Compensation, 9010 Recycling, 9060 Environmental Use Policy. 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. Update and discussion regarding Fund Development Strategy.** Leigh

**E. Correspondence**

**1. CARCD Newsletter**

**9. ADJOURNMENT**

**UPCOMING DATES AND EVENTS:**

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.

June 28 – Bay Friendly Garden Tour

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

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

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