



# AGENDA

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT**

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

**Thursday May 14, 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, May 14, 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 April 9, 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 April 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**

There will be no education presentation this month.

**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 April.**

### **B. NRCS Activity Report for April.**

### **C. Authorization for President to sign Amendment No. 1 to Agreement 2014-18 to increase maximum compensation to Sonoma RCD (SRCD) for the operation of the Mobile Irrigation Lab in Sonoma County.**

The proposed amendment increases maximum compensation to SRCD from \$58,319 to \$75,666. Funds are available through an existing agreement that NCRCD holds with DWR and the redistribution of funds is a more equitable distribution of funds originally obtained from the joint proposal. The redistribution will allow both organizations to meet deliverables. NCRCD can redistribute these funds because we are able to perform irrigation evaluations without hiring an independent contractor, as we originally thought we would need to do.

### **D. Authorization for President to sign Agreement No. 14-0292 with the California Department of Food and Agriculture (CDFA) for RCD to provide technical assistance related to the State Water Efficiency Enhancement Program (SWEEP).**

The proposed agreement provides RCD compensation to assist CDFA in verifying that landowners within the RCD's service area, who were recipients of SWEEP funds to improve irrigation, performed the work that they agreed to perform in return for financial assistance through SWEEP. The agreement is only valid through June 30, 2015 and only

one verification in the district's service area has been identified. RCD staff has already scheduled a site visit for this one landowner who participated in SWEEP. Maximum compensation under this agreement is \$10,000 but significantly less than that will be earned given the low number of landowners who will require SWEEP verification.

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

### **8:15 Presentation of draft budget for fiscal year 2015/16.** Leigh

Leigh will present the draft budget. The public hearing (comment period) will remain open until June 11 at which time the board will go over any suggestions and changes and will be requested to approve a final budget. Budgeted revenues are \$1,418,200 (\$262,600 from taxes and interest, \$989,300 from intergovernmental agreements, and \$166,300 from other revenues (non-intergovernmental agreements, sales, donations, and other miscellaneous sources). Budgeted expenses are \$1,418,200 (\$941,500 in salaries and employee benefits, \$409,150 in services, \$55,550 in supplies and other, and \$12,000 in capital assets. The draft budget has been reviewed by the Standing Finance Committee and they recommended that it be brought to the Board for presentation.

## **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

Staff contacted the Lake County RCDs regarding the purchase of a conservation easement for Montesol Ranch to see if either RCDs had any opposition to the purchase. The Lake County RCDs are currently without dedicated staff so Napa RCD staff spoke with the NRCS District Conservationist (DC) who works with the directors of both Lake County RCDs. The Lake County DC did not think that either Board would be opposed to the purchase of the easement or to the idea of the Napa County RCD providing an endorsement for the purchase. Napa RCD sent the Montesol Ranch information materials to the Lake County DC and she will take them to the RCD Boards at their joint-meeting on May 14. It is recommended that the Board of the Napa County RCD, endorse The Trust for Public Lands efforts to purchase a conservation easement for Montesol Ranch, provided that no opposition is expressed by the Lake County RCDs as a result of their May 14 meeting.

## **8. NEW BUSINESS**

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

The third quarter financial report, accounts receivables and cash flow reports will be presented at the Board meeting. All reports were reviewed and discussed by the Standing Finance Committee on May 6, 2015.

**B. Discussion and Authorization to Amend the 2014-2015 Budget.** Leigh

Staff request approval to amend the budget by decreasing Revenues by \$147,802 and Expenditures by \$133,361. The amendment reflects delays in projects (including Calistoga Footpath and Wing Canyon Road Improvement) and early termination of rotary screw trap monitoring this season, which means that revenues from these project will not be earned this year. Reduction in expenses are related to professional services not received for support of delayed projects identified above, a reduction in salaries and employee benefits through reduction of extra help and lower than anticipated retirement program costs, reduced capital asset expenditures for purchases of equipment that were made but did not reach the capital asset threshold, and other minor reductions made based upon current information and review of the third quarter finance report. Revised Revenue is \$1,528,158 and revised Expenditures is \$1,525,397, leaving an anticipated \$2,761 to add to the RCD Fund Balance.

**C. Discussion and Possible Adoption of the Following Policies: 3205 Procurement of Professional (Specialized) Services, 4040 Board Member Expectations, 5010 Board Meetings, 5020 Board Meeting Agenda, 5030 Board Meeting Conduct, 5040 Board Actions and Decisions, 5060 Minutes of Board Meetings, 5070 Rules of Order and Committee Meetings, 5080 Board Secretary Duties and Responsibilities.**

**Kathleen**

These policies have been reviewed by staff, the finance committee and/or the Ad Hoc Policy Review Committee.

**D. Appoint members of the Technical Erosion Control Plan Review Committee pursuant to Resolution 2012-01.** Leigh Sharp

Staff recommends appointment of the following individuals to serve as members of the Technical Erosion Control Plan Review Committee:

1. Jon Kanagy (Director)
2. Gretchen Stranzl McCann (Director)
3. Jim Lincoln (Director)
4. Joan Bennett (Associate Director)
5. Dennis Bowker (Associate Director)
6. Carolyn Ferris Parker (Associate Director)
7. John Nogue (Associate Director)
8. Joseph Nordlinger (Associate Director)
9. Mayacamas Olds (Associate Director)
10. Heather Paige (Associate Director)
11. Margaret Woodbury (Associate Director)
12. Bill Birmingham (RCD Employee, Conservation Project Manager, CPESC)
13. Charles Schembre (RCD Employee, Vineyard Conservation Coordinator)
14. Leigh Sharp (RCD Employee, Executive Director)
15. Paul Blank (RCD Employee, Sr. Hydrologist)
16. Jonathan Koehler (RCD Employee, Sr. Biologist)

**E. Update and discussion regarding Huichica Creek Vineyard.** Leigh

**F. Correspondence**

1. California Special District magazine
2. Update from CARCD
3. CARCD Legislation Update
4. Napa County Farm Bureau Grower Advocate

**9. ADJOURNMENT**

**UPCOMING DATES AND EVENTS:**

May 15 – Watershed Symposium, City Winery

June 6 – Build Your Own Rain Barrel Workshop

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

June 11 – Hedgerows in the Vineyard

June 28 – Bay Friendly Garden Tour

July TBD – Lose Your Lawn Workshop – American Canyon

July TBD – Laundry to Landscape Workshop

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

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

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