



AGENDA

NAPA COUNTY RESOURCE CONSERVATION DISTRICT

1303 Jefferson Street, Suite 500B, Napa, CA 94559, 707-252-4189

Thursday

August 10, 2017

8:00 A.M.

District President: Gretchen Stranzl McCann

Vice President: Jim Lincoln

District Directors: Ashley Anderson Bennett, Rainer Hoenicke,

Jon Kanagy, Beth Painter, Bill Pramuk

Executive Director: Leigh Sharp District Secretary: Anna Mattinson District Counsel: Susie Altman

GENERAL INFORMATION

The Napa County Resource Conservation District (RCD) will hold a regular Meeting on Thursday, August 10, 2017 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 707-252-4189, ext. 3110. 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 4:00 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 July 13, 2017 regular meeting.

C. Ratification of District Bills

The board will review and ratify bills approved by the Executive Director.

D. Approval of District Bills

The board will review and consider approval of the District bills for July 2017.

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

Overview of Vineyard Waste Discharge Requirements, Frances Knapczyk.

4. 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 July

B. NRCS Activity Report for July

C. Approve Amendment No. 1 to NRCS Vehicle Use Agreement

This amendment authorizes RCD employees to utilize NRCS vehicles through May 1, 2019.

D. Authorize the President to sign a letter certifying, for the California Department of Conservation's records, that Napa County RCD utilizes electronic payroll services.

As part of a grant requirement, the California Department of Conservation is requesting certification from the Board of Directors that the RCD utilizes an electronic payroll system and that each employee and their supervisor electronically verifies and approves their hours and activities prior to submittal of timecards. This is indeed the procedure of the Napa County RCD through PeopleSoft. Each RCD employee enters and certifies their time electronically into PeopleSoft and the Executive Director reviews and approves time for each employee prior to submitting the timecards to Napa County for payment. To abide by separation of duties, the RCD Office Manager reviews and approves the time of the Executive Director.

E. Authorize the President to sign Subgrant Agreement 2017-11 with Friends of the Napa River for their support of the Napa Youth Stewardship Council.

This agreement provides compensation of \$3,300 to the Friends of the Napa River for their assistance in operating the Napa Youth Stewardship Council. Funds are available from an Environmental Education grant that RCD has with the Environmental Protection Agency. The term of the agreement is August 10, 2017 through June 30, 2018.

F. Authorize President to sign Agreement with City of Napa for RCD to provide assistance with water conservation programming offered through the City of Napa Water Division.

This agreement is for fiscal year 2017-18 and provides compensation up to \$20,000 for RCD to assist City of Napa with implementation of the water conservation programming. The scope of work includes tasks such as: coordination of the Bay Friendly Garden Tour, assistance with the Qualified Water Efficient Landscaper (QWEL) Training, workshops, youth education, and coordination related to maintenance of the Vintage High School Rain Garden and Water-Wise Landscape.

G. Authorize President to sign Agreement with County of Napa Wildlife Conservation Commission

This agreement is for fiscal year 17-18 and provided compensation up to \$6,700.00 for the RCD to assist with monitoring Steelhead and Salmon through the use of Passive Integrated Transponder (PIT) tags to identify and track fish through the purchase of the necessary electronic components and installation of supplies to rebuild the PIT tag antenna.

5. SET ITEMS OR PUBLIC HEARINGS

There are no set items or public hearings scheduled.

6. UNFINISHED BUSINESS

There is no unfinished business.

7. NEW BUSINESS

A. Review and Discuss District Financial Reports. *Anna*

Accounts Receivable and Cash Flow and Quarterly Report will be presented.

B. Review NRCS and RCD Agreements. *Emma*

Emma will review the multiple operating agreements that we have with NRCS including 1) Mutual Agreement between USDA, State of California, and Napa RCD (1998), 2) Cooperative Working Agreement between NRCS USDA, Napa RCD, CARCD, and California Department of Conservation (1999), and 3) Operational Agreement between USDA NRCS (Napa Field Office) and Napa RCD (2017).

C. Authorize President to sign USDA NRCS Acknowledgment of Section 1619 Compliance. *Frances*

The purpose of this acknowledgment is for Napa County RCD to formally acknowledge requirements of Section 1619 of the Food, Conservation, and Energy Act of 2008, which prohibits disclosure of certain information by the Department of Agriculture (USDA) and its cooperators. Napa County RCD is a cooperator in assisting NRCS in the delivery of

conservation-related services through multiple agreements (e.g., Operational Agreement (2017), Cooperative Working Agreement (1999), and Mutual Agreement (1998)).

D. Discuss Upcoming Events and Possible Director Participation. *Frances*

- Napa Humane Society Walk for Animals – RCD will have a table – August 6 @ Oxbow Commons. 7:30 AM – 12 PM
- Wild Napa – Skunks – August 9 @ Napa Main Library. 7 PM
- Napa Sanitation District Open House – RCD will have a table – September 9 @ Napa Sanitation District. 10 AM – 2 PM.
- Wild Napa – Restorative Burns – September 13 @ Napa Main Library. 7 PM
- Wild St. Helena – Native Bats – September 14 @ St. Helena Public Library. 7 PM
- Coastal Clean-Up Day – September 16 @ various sites in Napa County. 9 AM – 12 PM.
- California Native Plant Society Sale. October 7 & 8 @ Skyline Park. 10 AM – 4 PM.

E. Identify possible agenda/discussion items for future meeting(s).

- Marijuana growth and impact in Napa County
- Land Trust of Napa County - October
- Watershed Initiative
- Sustainable Groundwater Management Act
- Climate Action Plan
- Garrett Allen, CDFW
- Waste Discharge Requirements for Vineyards – RCD Role

F. Correspondence

1. The Crush – Newsletter of California Association of Winegrape Growers, July 2017.
2. CSG Bill List, July 2017
3. CSDA Newsletter (May/June): Napa RCD and City of American Canyon partnership (pg. 15)

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

9. ADJOURNMENT

FUTURE BOARD MEETING DATES:

September 7 – Regular Meeting of the HCV Advisory Meeting 8:00 A.M. - CANCELLED

September 14 – Board Meeting 8:00 A.M.

October 12 – Board Meeting 8:00 A.M.

November 2 – Finance Committee Meeting 9:00 A.M.

November 9 – Board Meeting 8:00 A.M.

December 14 – Board Meeting 8:00 A.M.