



# SPECIAL MEETING

## AGENDA

NAPA COUNTY RESOURCE CONSERVATION DISTRICT

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

**Tuesday September 19, 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**

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

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### GENERAL INFORMATION

The Napa County Resource Conservation District (RCD) will hold a special Meeting on Tuesday, September 19, 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 August 10, 2017 regular meeting.

**C. Ratification of District Bills**

The board will review and ratify bills approved by the Executive Director in the amount of \$25,087.07 (\$20,122.32 regular batch; \$4,964.75 Kaiser).

**D. Approval of District Bills**

The board will review and consider approval of the District bills for August 2017. None anticipated.

## **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**

No educational presentation is scheduled.

## **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 August**

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

### **C. Delegate authority to Executive Director to authorize a warrant of up to \$30,000 for purchase of a new vehicle.**

The Executive Director has authority to approve warrants not to exceed \$25,000. To facilitate purchase of a vehicle, which is included in the RCD annual budget not to exceed \$30,000, staff requests that the Executive Director be authorized to approve a warrant of up to \$30,000 for the exclusive purpose of purchasing a vehicle for the RCD.

### **D. Ratify Agreement between Napa County RCD and Environmental Science Associates (ESA) for RCD to assist with a bank repair and stabilization project at Calistoga Elementary School.**

The RCD Executive Director executed an agreement with ESA in the amount of \$4,800 for RCD to provide biological assistance for an emergency bank repair and stabilization project at Calistoga Elementary School on the Napa River. Tasks include project management and meetings, aquatic species relocations, and reporting/documentation. The term of the agreement is August 1, 2017 through November 30, 2017.

### **E. Ratify subgrant agreement to Land Trust of Napa County for their support of LandSmart Youth Stewards and Napa Youth Stewardship Council.**

This agreement provides compensation of \$4,000 to the Land Trust of Napa County for their assistance with LandSmart Youth Stewards and Napa Youth Stewardship Council (NYSC). Funds are available from an Environmental Education grant that RCD has with the Environmental Protection Agency. The term of the agreement is September 12, 2017 through June 30, 2018. Land Trust of Napa County will host field trips for Youth Stewards

and NYSC, facilitate restoration and education activities, attend a meeting of the NYSC, and mentor a NYSC capstone group.

**F. Ratify Agreement between Napa County RCD and Napa Solano Audubon for their support of LandSmart Youth Stewards and Napa Youth Stewardship Council.**

This agreement provides compensation of \$2,500 to the Napa Solano Audubon for their assistance with LandSmart Youth Stewards and Napa Youth Stewardship Council (NYSC). Funds are available from an Environmental Education grant that RCD has with the Environmental Protection Agency. The term of the agreement is August 11, 2017 through June 30, 2018. Napa Solano Audubon will host one guided hike for NYSC, participate in field trips for Youth Stewards to facilitate activities, provide blue bird box supplies for Youth Stewards, attend a meeting of the NYSC, and assist NYSC members with a bird-related service project.

**G. Authorize Executive Director to sign Professional Service Agreement with Inglenook in an amount not to exceed \$10,000 for RCD to provide biological assistance and monitoring services.**

Inglenook is need of a qualified biologist to assist them as they maintain their seasonal reservoir for safe function and for fish passage. Under the proposed agreement, RCD Senior Biologist would monitor sediment excavation from the Inglenook reservoir and recommend avoidance and impact minimization measures for foothill yellow-legged frog. Details of the scope of work are still in negotiation with Inglenook, as they get input from California Department of Fish & Wildlife, but it is anticipated that the work would happen in early October, prior to the RCD October Board meeting. RCD staff requests that the Board authorize the Executive Director to execute an agreement with Inglenook in an amount not to exceed \$10,000.

**5. SET ITEMS OR PUBLIC HEARINGS**

There are no set items or public hearings scheduled.

**6. UNFINISHED BUSINESS**

**A. Discussion and possible direction to staff regarding possible RCD role in assisting growers in the Napa River watershed to meet requirements of Regional Water Quality Control Board Waste Discharge Requirements for Vineyards.** *Leigh*

**7. NEW BUSINESS**

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

Accounts Receivable and Cash Flow will be presented.

**B. Approve Amendment No. 5 to Jefferson Office Center Lease Agreement.**

The RCDs office lease at 1303 Jefferson Ave. expires in November 2017. Landlord, Ted Edwards, has offered us a 3-year extension of the lease with no change in the terms of the existing agreement. Monthly rent would continue to be \$2,000 per month and all other terms would remain the same.

**C. Approve Budget Amendment No. 4 for Fiscal Year 2016/17.** *Leigh*

This amendment adds \$6,000 in expenses and revenues to the fiscal year 2016/17 budget to cover vineyard management costs that were incurred in June, 2017. The budget amendment is necessary to pay the outstanding invoice.

**D. Update and discussion from Countywide Cannabis Roundtable meeting held August 25, 2017.** *Leigh*

Officials from Napa County and the County's four cities and town have convened a Countywide Cannabis Roundtable to discuss the issues surrounding the passage of proposition 64 and the regulation of medical and nonmedical cannabis within Napa County. The goal of the convened groups is to come to consensus on how to regulate cannabis that is generally consistent within the County's border. The first meeting was held in May and the second in August. The third meeting will be held in September. Local ordinances, regulations and programs are anticipated to be written for implementation in January 2018. RCD staff attended the August meeting of the roundtable and will provide an update regarding the discussion surrounding cannabis cultivation. Information about Proposition 64 and PowerPoint presentations from the Roundtable meetings can be found at <http://www.countyofnapa.org/CannabisRoundtable/>. Staff will provide an update and Board may discuss and provide input to staff.

**E. Update and discussion regarding Draft Napa County Climate Action Plan.** *Leigh*

RCD staff has spoken with County Planning staff and offered to meet with County staff, consultants and County Planning Commissioners about carbon farm planning and carbon sequestration quantification tools. RCD staff anticipates that the County will delay taking action on the Napa CAP in light of legal issues that have arisen in Sonoma County relative to their CAP. Staff will provide an update and Board may discuss and provide input to staff.

**F. Update and discussion regarding Napa County Watershed and Oak Woodland Protection Initiative of 2018.** *Leigh*

A revised initiative to enhance protections for streams and oak woodlands has been filed with the County Clerk's Office for the June 2018 ballot. The new initiative, "Napa County Watershed and Oak Woodland Protection Initiative of 2018," is a collaborative effort between environmental leaders who co-authored the 2016 ballot initiative and the Napa Valley Vintners. Staff will provide an update and the Board may discuss and provide input to staff.

**G. Discuss CARCD Annual Conference.** *Leigh*

Annual Conference, “Dynamic Partnerships, Relevant Results” will be held November 15 – 18 at the Hilton Arden West in Sacramento. Four RCD staff will attend. Board members are encouraged to attend.

**H. Discuss Upcoming Events and Possible Director Participation.** *Leigh*

- 5<sup>th</sup> Annual Napa River Paddle Day. September 23 @ Napa Yacht Club (100 Riverside Dr.). 10 AM – 3 PM. *RCD will have a booth. Come join us!*
- Yountville Days. October 1 @ Yountville Park. 11 AM – 3 PM. *RCD will have a booth. Come join us!!*
- UC Master Gardeners Lecture: Pumpkins & Squash. October 5 @ Napa Library. 7:00 PM
- California Native Plant Society Sale. October 7 & 8 @ Skyline Park. 10 AM – 4 PM.
- WILD Napa – Spiders! October 11 @ Napa Library. 7:00 PM
- WILD St. Helena – Owls! October 12 @ St. Helena Library. 6:30 PM
- WILD American Canyon – Bats! October 25 @ Am. Can Library. 6:30 PM
- Sudden Oak Death Blitz Results! October 28 @ Napa County Library. 10:30 AM
- Acorn to Oaks Community Planting Day. November 18 @ Alston Park. 9:30 – 11:30.

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

- Marijuana growth and impact in Napa County
- Land Trust of Napa County - October
- Watershed and Oak Woodland Protection Initiative of 2018
- Sustainable Groundwater Management Act
- Climate Action Plan
- Garrett Allen, CDFW
- Waste Discharge Requirements for Vineyards – RCD Role

**J. Correspondence**

**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:**

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.