



AGENDA

NAPA COUNTY RESOURCE CONSERVATION DISTRICT

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

Thursday September 10, 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, September 10, 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 August 13, 2015 regular meeting.

C. Ratification of District Bills.

There are no bills for ratification this month.

D. Approval of District Bills

The board will review and consider approval of the District bills for August 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

Frances Knapczyk, District Stewardship Facilitator, will give a presentation on the Vintage High School Rain Garden as well as an update on the Napa Give Guide for this upcoming holiday season.

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 August.

B. NRCS Activity Report for August.

C. Authorization for President to sign Contract with Sonoma RCD for professional services to implement LandSmart Conservation Planning for Vineyards in Sonoma.

This contract, with maximum compensation of \$14,225, provides funds for Napa County RCD staff to provide technical assistance to Sonoma RCD to carry out LandSmart Planning workshops and to assist with LandSmart farm plan completion and certification. The term of this agreement is July 1, 2015 through June 30, 2017 and funds are derived from a grant agreement between State Water Resources Control Board and Sonoma RCD.

D. Authorization for President to sign Agreement with Friends of the Napa River to jointly develop and carry out Napa Youth Stewardship Council.

This Agreement, with maximum compensation of \$6,908, provides funds for RCD staff to work with Friends of the Napa River to develop and carry out Napa Youth Stewardship Council, a council of high-school students from Napa County. The term of the Agreement is September 1, 2015 through June 30, 2016 and funds for the agreement are derived from Napa County Wildlife Conservation Commission. Other RCD program funds that support youth education will be used to supplement the funds provided through this Agreement.

6. SET ITEMS OR PUBLIC HEARINGS

There are no set items.

7. OLD BUSINESS

There is no Old Business.

8. NEW BUSINESS

A. Review and Discussion of District Financial Reports Anna

Anna will present the Accounts Receivable and Cash Flow reports.

B. Adoption of a resolution designating authorization to execute Grant Agreement No. 15-021 (Agreement) to implement 5,000 Oaks Initiative to the President of the Board and designating authorization to negotiate the Agreement and amendments thereto to the Executive Director.

The RCD has been awarded a grant by the State Coastal Conservancy to implement the 5,000 Oaks Initiative in the Napa Valley. A condition of the grant agreement is a requirement that the Board of Directors adopt a resolution “designating positions whose incumbents are authorized to negotiate and execute [the] Agreement and amendments to it on behalf of the grantee. The proposed resolution will fulfill the requirement.

C. Authorization for President to sign agreement with State Coastal Conservancy for implementation of 5,000 Oaks Initiative.

The RCD has been awarded a grant from the State Coastal Conservancy to implement the 5000 Oaks Initiative in the Napa Valley for the benefit of sequestering greenhouse gasses and community engagement and education. Maximum compensation is \$90,000 and the term of the agreement is through September 30, 2023, with all work being completed by September 30, 2018.

D. Discussion and Possible Adoption of the Following Policies: Health and Safety Policy and associated Illness and Injury Prevention Program, Procurement of Construction Services. Kathleen

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

E. Discussion and possible adoption of revised salary schedule to add positions and associated salary ranges.

Consistent with the 2015/16 Annual Plan, the positions of Conservation Program Manager I and Conservation Program Assistant have been developed by staff. The salary schedules for these positions need to be adopted prior to announcing and filling the positions. Following is the proposed hourly salary schedule for each new position.

Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Conservation Program Assistant (\$44,720 - \$55,993.60)	21.50	22.58	23.70	24.89	25.88	26.92
Conservation Program Manager I (\$77,750.40 - \$94,598.40)	37.38	38.88	40.43	42.05	43.73	45.48

Note: Proposed compensation ranges were based upon information from the salary schedule and the existing ranges for Napa County RCD positions.

F. Authorize Executive Director to transfer Frances Knapczyk, currently in the position of Stewardship Facilitator, to the position of Conservation Program Manager I (Step 1) and to fill the new position of Conservation Program Assistant.

Staff anticipates the transfer of Frances Knapczyk to the position of Conservation Program Manager to occur on September 26 and the position of Conservation Program Assistant to be circulated immediately and filled in late October or early November. It is anticipated that the adopted budget is sufficient to allow for these actions.

G. Discussion and possible action to authorize President or Executive Director to sign Contribution Agreement with Natural Resources Conservation Service (NRCS) for a project entitled, “Demonstration of drought resilient and carbon sequestration farming practices at Huichica Creek Vineyard, Napa Valley.

This project, proposed to and approved by NRCS, would contribute \$61,000 toward replanting a 2.5 acre block of pinot noir at the RCD’s demonstration vineyard. As conceived the 2.5 acre block of pinot noir would be replanted with 1.75 acres of chardonnay and 0.75 acres of mixed apple orchard. Carbon sequestration and drought resilient practices would be incorporated into the replant design (e.g. application of compost, selection of rootstock and covercrop, irrigation efficiency, treatment of ripped vines, etc.). An analysis of the financial impact of the proposed project has been conducted and, with the contribution agreement, results look reasonable. RCD would begin making money from the replant in year 3, we would break even in year 5, and anticipated revenues from the identified block would be greater than current revenues from the block.

H. Discuss Upcoming Events and Possible Director Participation

1. Coastal Clean-Up Day: September 19, 9 - 12
2. Grey Water to Green Landscape: September 20, 10 – 4
3. Build Your Own Rainbarrel: October 4, American Canyon and Calistoga
4. Monthly Wildlife Speaker Series: Mountain Lion, October 14 at Napa Bookmine
5. California Special District Association (CSDA) Legislative Tour to Huichica Creek Sustainable Demonstration Vineyard: October 19, 2015 afternoon
6. CARCD Annual Conference: November 18 – 21 Tenaya Lodge at Yosemite
7. Napa Valley Grapegrowers Rootstock: November 12, Napa Valley Exposition Fairgrounds, 8:00 – 3:30
8. Napa Valley Give Guide Community Night: November 4, 2015

9. Napa RCD to sponsor Napa Green Drinks on February 2, 2016! We're looking for a house to host so that we can have wine.

I. Correspondence

9. ADJOURNMENT

UPCOMING DATES AND EVENTS:

September 19 – Coastal Clean-up Day

September 20 – Turning Grey Water into Green Landscape 10 a.m. – 4 p.m. (RSVP for location)

September 26 - Lose Your Lawn, DJ's Growing Place 10 a.m.

October 4 – Bay Friendly Gardens Open House 10 a.m. – 2 p.m. FREE

October 8 – Board Meeting 8:00 A.M.

October 11 – Build Your Own Rainbarrel. American Canyon 9 – 2; Calistoga 2 – 5.

October 19 – CSDA Legislative Tour of HCV Sustainable Demonstration – afternoon TBD

November 12 – Board Meeting 8:00 A.M.

November 18 – 21 CARCD Annual Conference at Tenaya Lodge, Yosemite

December 10 – Board Meeting 8:00 A.M.