



AGENDA

NAPA COUNTY RESOURCE CONSERVATION DISTRICT

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

Thursday

May 11, 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, May 11, 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 April 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 April 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

John Woodbury, General Manager, Napa County Regional Park and Open Space District

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. NRCS Activity Report for April

B. Ratify Grant Agreement 3016-658 with Department of Conservation for RCD Capacity Building.

Per Resolution 2017-02, the RCD Board of Directors authorized the Executive Director to sign an agreement with the Department of Conservation (DOC) to accept funds from the DOC's RCD Assistance Program. The agreement was signed by the Executive Director on May 4, 2017 and was due to the DOC on May 8, 2017. Maximum financial assistance available under this agreement is \$46,209.28 and the term of the Agreement ends on February 28, 2019.

5. SET ITEMS OR PUBLIC HEARINGS

8:30 A.M. Presentation of draft budget for fiscal year 2017/18. Leigh

Leigh will present the draft budget, which was reviewed by the Finance Committee on May 4, 2017. The public hearing (comment period) will remain open until June 8, 2017 at which time the board will go over any suggested changes and will be requested to approve a final budget. Budgeted revenues are \$1,601,210 (\$280,000 from taxes and interest, \$1,213,910 from intergovernmental agreements, and \$107,300 from other revenues (non-intergovernmental agreements, sales, donations, and other miscellaneous sources). Budgeted expenses are \$1,580,108 (\$885,238 in salaries and employee benefits, \$601,530 in services, \$63,340 in supplies and other, and \$30,000 in capital assets for possible purchase of a vehicle. The balance of revenue, \$21,102, will be added to the RCDs unrestricted fund balance.

6. UNFINISHED BUSINESS

A. Update from Bay Delta Regional Meeting. Leigh

RCD staff will provide an update on the items that were discussed at the Spring Bay Delta Regional meeting that was held in April.

7. NEW BUSINESS

A. Update from Finance Committee Meeting Review and Discuss District Financial Reports. Anna

Accounts Receivable, Cash Flow and Quarterly Reports will be presented. The Finance Committee requested that staff review existing fund balance and return to Board of Directors at the June meeting with a resolution to commit some available funds to specific projects for future, dedicated use.

B. Approve Amendment No. 2 to RCD Budget for Fiscal Year 2016-17.

Based upon review of the third quarter financial report and expectations for the fourth quarter, staff prepared a budget amendment for the current fiscal year. The budget amendment includes a number of line item adjustments in revenue and expenses. The budget amendment reflects an overall reduction in revenue and expenses of \$19,450. Revenue and expenses decrease from \$1,490,570 to \$1,471,120. Total *Intergovernmental Revenue* declines by \$28,000 but is somewhat offset by an increase of \$8,550 in *Other Revenue*. Total *Services* expenses are reduced by \$21,600 and total *Supplies and Other* expenses increase by \$2,150. The Finance Committee reviewed the draft budget amendment and recommends that it be adopted by the Board.

C. Adopt revised salary schedule and approve a one-step salary increase for all eligible employees to be effective on July 1, 2017.

The Finance Committee and staff recommend that a 2% cost of living adjustment be applied to the existing salary schedule. They further recommend that all eligible employees receive a one-step salary increase to become effective on July 1, 2017. These recommended changes have been incorporated into the draft budget for fiscal year 2017-18.

D. Discuss Upcoming Events and Possible Director Participation. Leigh

- Acorns to Oaks Volunteer Day. Saturday, May 6. 9:30 – 11:30. Alston Park. RSVP to eric@naparcd.org.
- Wild Napa – Fox. May 10. 7 PM at Napa Library.
- Wild St. Helena – Raptors in Rehab. May 11, 7 PM at St. Helena Library.
- Fish County Community Day at the Rotary Screw Trap. Saturday, May 20, 10 AM. RSVP to frances@naparcd.org for address.
- Movie in the Park – Project Wild Thing. Saturday, May 20. 8 PM. Skyline Park.
- Watershed Symposium. May 24. \$60 + booking fee. Register Now at <http://www.napawatersheds.org/symposium>

- Napa / Yountville Garden Tour. June 4. Save the Date!
- Wild American Canyon – Living with Mountain Lions. June 21. 6:30 PM at American Canyon Library. Save the Date!

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

- Marijuana growth and impact in Napa County
- Land Trust of Napa County
- Watershed Initiative
- Sustainable Groundwater Management Act
- Climate Action Plan
- Garrett Allen, CDFW

F. Correspondence

1. The Crush: Newsletter of California Association of Winegrape Growers (April)
2. CSG CARCD Bill List and State Budget Overview (April 2017)
3. CSDA Newsletter (March/April)
4. The Resource, National Association of RCDs (2016 Annual Report)

8. REPORT FROM EXECUTIVE DIRECTOR, DISTRICT CONSERVATIONIST AND DIRECTORS' COMMENTS Leigh 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:

June 1 – HCV Advisory Meeting 8:00 A.M.

June 8 – Board Meeting 8:00 A.M.

July 13 – Board Meeting 8:00 A.M.

August 3 – Finance Committee Meeting 9:00 A.M.

August 10 – Board Meeting 8:00 A.M.

September 7 – HCV Advisory Meeting 8:00 A.M.

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