



## Napa County Resource Conservation District Regular Meeting of the Board of Directors

# AGENDA

**When:** Thursday, March 11, 2021 at 8:00 A.M.

**Where:** Tele/videoconference

Jon Kanagy <b>President</b>	Gretchen Stranzl McCann <b>Vice President</b>	Ashley Anderson Bennett <b>Director</b>	Rainer Hoenicke <b>Director</b>	Jim Lincoln <b>Director</b>	Bill Pramuk <b>Director</b>	Vacant  <b>Director</b>
	Lucas Patzek <b>Executive Director</b>	Anna Mattinson <b>District Secretary</b>	Shana Bagley <b>District Counsel</b>	Tracy Schulze <b>Auditor-Controller</b>		

### GENERAL INFORMATION

The Napa County Resource Conservation District ("Napa RCD" or "District") will hold a regular meeting of its Board of Directors on Thursday, March 11, 2021 at 8:00 A.M. Under the Governor's Executive Orders N-25-20 and N-29-20, which suspend some requirements of the Brown Act (Gov. Code § 54950, et seq.) in an effort to mitigate the impact of COVID-19, this meeting will be held only via videoconference and teleconference. You can participate in the meeting as follows:

Via Zoom videoconference at:

<https://zoom.us/j/332821538?pwd=cmp4eUxHNEI1UGJxWFpoTGJzRENlZz09>

Meeting ID: 332 821 538, Password: 322739

Via teleconference at:

669-900-9128, Meeting ID: 332 821 538

We will accept written public comments received by 5 P.M. on Wednesday, March 10, 2021 sent by email to [Lucas@NapaRCD.org](mailto:Lucas@NapaRCD.org), and we will provide time for oral public comments at the meeting. All comments will be considered a public record and will be put into the meeting record. Requests for disability related modifications or accommodations, aids or services must be made to the District office no less than 24 hours prior to the meeting date by contacting 707-690-3110, [anna@naparcd.org](mailto:anna@naparcd.org). 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. The agenda is available online at: <http://naparcd.org/>

## 1. CALL TO ORDER, ROLL CALL

- A. Roll Call** – The meeting is to be called to order by the Chair at 8:00 A.M., and the District Secretary will take attendance.
- B. Approval of the Agenda** – The Board will consider approval of the agenda for this meeting.
- C. Approval of Meeting Minutes** – The Board will consider approval of minutes from the February 11, 2021 regular meeting.
- D. Ratification of District Bills** – The Board will review and ratify bills approved by the Executive Director.
- E. Approval of District Bills** – The Board will review and consider approval of the District bills for February 2021.

## 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. EDUCATION PRESENTATION

Napa RCD's education staff Eric McKee and Danielle Ashton will share updates from a full year of virtual education and remote teaching, and how these adaptations have advanced the Youth Stewards program.

## 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. Ratify Agreement No. 2021-02 with Jackson Family Wines, Inc.**

Jackson Family Wines, Inc. desires Napa RCD to assess the natural resource features and develop LandSmart® Plans for 6 vineyard parcels, and grants permission to Napa RCD staff to enter the properties to carry out the assessment subject to the terms and conditions of this agreement. Contract value is \$2,622.00. The agreement was executed by the Executive Director on February 23, 2021.

### **B. Ratify Agreement No. 2021-03 with Combs Brothers Vineyard.**

Combs Brothers Vineyard desires Napa RCD to assess the natural resource features and develop LandSmart® Plans for 1 vineyard parcel, and grants permission to Napa RCD staff to enter the properties to carry out the assessment subject to the terms and conditions of this agreement. Contract value is \$1,296.00. The agreement was executed by the Executive Director on February 9, 2021.

**C. Ratify Amendment No. 1 to Agreement No. 2019-15 with Lake County Resource Conservation District (LCRCD).**

Napa RCD and LCRCD entered into Agreement No. 2019-15 as of June 20, 2019 for LCRCD to provide technical advice and planning services to forestland owners in Lake County as specified in the 2019 Technical Assistance Grant Agreement between Napa RCD and the National Association of Conservation Districts (NACD). NACD approved an extension of the grant timeline, so Amendment No. 1 amends to term of the Agreement so that it expires on December 31, 2020.

**D. Approve Executive Director to Execute Agreement No. 2021-04 with LCRCD.**

Napa RCD executed an agreement with NACD on May 14, 2020 for the award of a 2020 Technical Assistance grant. LCRCD is identified as a subrecipient of NACD grant funds for the purpose of providing technical advice and planning services for owners of forest lands in Lake County. Agreement No. 2021-04 will provide not more than \$62,400 to LCRCD with funding from the NACD grant, and will expire on December 31, 2021.

**E. Approve Executive Director to Execute Agreement with Rebuild North Bay Foundation (RNBF).**

RNBF was awarded grant number 8GB19328 by California Department of Forestry and Fire (CALFIRE) to implement a project entitled "North Bay Forestry Improvement Program," and Napa RCD was identified as a subrecipient of that grant to deliver forest health and resilience projects in Napa County. This Agreement is for \$73,059 and shall expire on February 28, 2024.

## **5. OLD BUSINESS**

**A. Discuss implementation of the donor development campaign, board development, and strategic plan implementation.** *Jon Kanagy, Rainer Hoenicke & Lucas Patzek*

Discuss board development and diversity and inclusion goals. Executive Director recommends forming an ad hoc Strategic Planning & Board Development Committee to work on these issues. An update will be provided on the Board of Directors appointment process.

**B. Discuss Developments Related to the Huichica Creek Sustainable Vineyard & Orchard (HCV).** *Lucas Patzek & Jim Lincoln*

We will discuss current activities and upcoming vineyard management needs at HCV, and provide updates on the planning process.

## **6. NEW BUSINESS**

### **A. Review and discuss District financial reports.** *Anna Mattinson*

The accounts receivable and cash flow reports will be presented.

### **B. Approve Amendment No. 1 to Napa RCD budget for fiscal year 2020-21.** *Lucas Patzek*

Based upon review of the second quarter financial report and expectations for the remaining two quarters, staff prepared a budget amendment for the current fiscal year. The budget amendment includes several line adjustments in revenue and expenses. The budget amendment reflects revenues increasing by \$245,000 from \$2,161,662 to \$2,406,662, and expenses decreasing by \$149,824 from \$2,182,811 to \$2,032,987. This budget amendment reflects an addition of \$373,675 to the fund balance.

### **C. Social media and Brown Act.** *Shana Bagley*

Effective January 1, social media communications of Directors are now governed by AB 992, signed by the Governor last year. Shana will give a brief explanation of communications and meetings that are prohibited by the Brown Act and how the new social media rules apply, with a few examples.

## **7. REPORT FROM EXECUTIVE DIRECTOR, DISTRICT CONSERVATIONIST, AND DIRECTORS' COMMENTS**

Lucas Patzek (Napa RCD Executive Director) and Evelyn Denzin (NRCS District Conservationist) will give an update on current Napa RCD and NRCS projects and activities. Rainer Hoenicke (RCD Director) will give an update on current CARCD projects and activities. Other Directors may also provide comments and updates.

## **8. ADJOURNMENT**