



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

AGENDA

When: Thursday, April 8, 2021 at 8:00 A.M.

Where: Tele/videoconference

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

GENERAL INFORMATION

The Napa County Resource Conservation District ("Napa RCD" or "District") will hold a regular meeting of its Board of Directors on Thursday, April 8, 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=cmp4eUxHNEI1UGJxWFpoTGZRENlZz09>

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, April 7, 2021 sent by email to 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. 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 March 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 March 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

Jeff Sharp, Napa County Planning, Building and Environmental Services, will provide updates on the Groundwater Sustainability Plan and Watershed Information and Conservation Council.

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. 2021-05 with Palmaz Vineyards.

Palmaz Vineyards desires Napa RCD to assess the natural resource features and develop LandSmart® Plans for 4 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 \$2,219.00. The agreement was executed by the Executive Director on March 17, 2021.

B. Ratify Amendment No. 1 to Agreement with Amy Stork Consulting LLC.

Napa RCD entered into an agreement with Amy Stork Consulting LLC on November 3, 2020 to provide facilitation services for the Huichica Creek Vineyard planning process. Napa RCD wishes to amend this agreement to expand the activities and deliverables to be supported by the consultant. The not-to-exceed budget will be increased from \$8,250 to \$10,000.

C. Ratify Agreement with Agri-Comm Appraisal, LLC.

Napa RCD wishes to obtain professional valuation services from Agri-Comm Appraisal, LLC related to the Huichica Creek Vineyard property. Contract value shall not exceed \$7,000. The agreement was executed by the Executive Director on February 8, 2021.

D. Ratify Agreement with Terra Firma Surveys, Inc.

Napa RCD wishes to obtain professional surveying services from Terra Firma Surveys, Inc. related to the surveying of Huichica Creek Vineyard's property lines. The estimated cost is \$2,100, and any additional services beyond the scope of work will be approved by the Executive Director and charged at the hourly rates included in the agreement. The agreement was executed by the Executive Director on March 5, 2021.

E. Authorize Executive Director to enter into Agreement 2021-06 with Brown Armstrong Accountancy Corporation.

The Napa County Auditor-Controller completed an RFP for external auditing services and included the Napa RCD in its proposal, and Brown Armstrong Accountancy Corporation was selected to provide these services. Napa RCD wishes to obtain specialized audit services under the terms negotiated with the County of Napa, and must enter into an agreement directly with Brown Armstrong Accountancy Corporation. Agreement 2021-06 shall expire on December 31, 2023, and the maximum payments under this Agreement per fiscal year shall be \$8,000.

F. Authorize Executive Director to enter into Agreement 2021-07 with Institute for Conservation Advocacy, Research, and Education (ICARE).

ICARE wishes to employ Napa RCD to furnish professional services related to biological monitoring for a study of benthic macroinvertebrates and algae in the Napa River watershed. Agreement 2021-07 shall expire on June 30, 2021, and the contract amount is \$10,555.

G. Ratify Amendment No. 1 to Agreement No. 2CA05026 with the Department of Forestry and Fire Protection (CAL FIRE).

Napa RCD entered into Agreement No. 2CA05026 with CAL FIRE on June 26, 2020 to provide professional support services to the Sonoma Lake Napa Unit related to forest management. Amendment No. 1 changes the end date from 6/30/2022 to 6/25/2023 and adds \$100,000 to the budget. The Executive Director executed Amendment No. 1 on March 31, 2021.

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, including any updates from the Strategic Planning & Board Development Committee.

B. Discuss developments related to the Huichica Creek Sustainable Vineyard & Orchard (HCV). *Lucas Patzek*

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. Discussion and possible action to request an appointment of a Director to fill the current vacancy on the Board of Directors. *Jon Kanagy, Lucas Patzek & Shana Bagley*

Review applications submitted for Napa RCD's Director vacancy which have been cleared by the County Counsel's Office for legal sufficiency and any conflicts of interest. Possible action to authorize a resolution to Napa County's Board of Supervisors (BOS) to recommend one or more individuals for consideration and appointment by the BOS to the Napa RCD's Board of Directors.

C. Possible action to appoint a new Associate Director. *Lucas Patzek*

An Associate Director application was received and reviewed by the RCD's Executive Director, who will provide a recommendation to the Board.

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