



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

AGENDA

When: Thursday, January 20, 2022 at 8:00 A.M.

Where: Tele/videoconference

Jon Kanagy President	Gretchen Stranzl McCann Vice President	Bruce Barge Director	Ashley Anderson Bennett Director	Rainer Hoenicke Director	Jim Lincoln Director	Bill Pramuk 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, January 20, 2022 at 8:00 A.M. In accordance with California Assembly Bill 361, the Governor's proclamation of a state of emergency due to COVID-19, and local officials' recommendation for continued remote attendance at public meetings, this meeting will be streamed live via Zoom links. You can participate in the meeting as follows:

Via Zoom videoconference at:

<https://zoom.us/j/332821538?pwd=cmp4eUxHNEl1UGJxWFpoTGZRENlZz09>

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 4 P.M. on Wednesday, January 19, 2022 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 December 9, 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 December 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. SET ITEMS OR PUBLIC HEARINGS

8:10 A.M. – Presentation, Discussion and Authorization to Accept the 2020-2021 Audit Report. *Tracy Schulze*

The draft audit for Fiscal Year 2020-2021 was completed on January 10, 2022 by the Brown Armstrong Accountancy Corporation. It is the opinion of the auditor that the financial statements of the Napa RCD present fairly, in all material respects, the respective financial position of the governmental activities of the Napa RCD as of June 30, 2021, and the financial position for the year ended in conformity with accounting principles generally accepted in the U.S.A. There were no internal control comments or findings. Staff recommends the Board accept and file the report.

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 Amendment No. 1 of Agreement No. 2021-04 and Agreement No. 2021039 with Lake County Resource Conservation District (LCRCD).

Napa RCD was awarded a 2020 and 2021 Technical Assistance Grant from the National Association of Conservation Districts, and LCRCD was identified as a subrecipient of both grants for the purpose of providing technical advice and planning services for owners of forest lands in Lake County. Amendment No. 1 of Agreement No. 2021-04 modifies the term of the Agreement so that it expires when 2020 Technical Assistance Grant funds were fully expended, and amends the compensation of the Agreement so that it reflects the sum of payments made to, and sum of cost share claimed by, LCRCD through the revised term. Agreement No. 2021039 is for the 2021 Technical Assistance Grant, and the maximum amount of this agreement is \$62,400 and the term is October 1, 2021 through December 31, 2022. Both were executed by the Executive Director on December 23, 2021.

5. OLD BUSINESS

- A. Governance Committee update.** *Bruce Barge*
- B. Huichica Creek Vineyard update.** *Lucas Patzek*

6. NEW BUSINESS

A. Review and discuss District statement of revenues and expenses. *Lucas Patzek*

The statement of revenues and expenses through the second quarter will be presented.

B. Approve Amendment No. 1 to Napa RCD budget for fiscal year 2021-22. *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 revenues and expenses. The budget amendment reflects revenues increasing by \$265,000 from \$3,098,582 to \$3,363,582, and expenses increasing by \$266,100 from \$2,682,379 to \$2,948,479. This budget amendment reflects an addition of \$415,103 to the fund balance.

C. Nomination and election for Officers of the Board. *Jon Kanagy*

Officers of the Board are President and Vice President. They serve a term of one year. Nominations and elections for officer positions occur at the first meeting of each calendar year. In an effort to maintain and encourage effective and active leadership, the Board President and Board Vice President may serve a maximum of two consecutive one-year terms. The duties and responsibilities of Board Officers can be found in Policy # 4050.

D. Approval of Associate Director slate. *Lucas Patzek*

The slate of Associate Directors for consideration includes Bryan Avila, John Henshaw, Joseph Nordlinger. The appointment as Associate Director is for a period of two years.

The Board of Directors will annually review the assistance provided and may reconfirm appointment. An Associate Director may resign at any time. The full description of the roles and responsibilities of Associate Directors can be found in Policy Number 4040.

E. Appoint members of the Huichica Creek Sustainable Vineyard & Orchard Advisory Committee pursuant to Resolution 2016-07. *Lucas Patzek*

The Huichica Creek Sustainable Vineyard & Orchard Advisory Committee provides input related to the operation and long-term goals of the Napa RCD's program. Staff recommends reappointment of the following individuals to the Committee: Jim Lincoln, Bryan Avila, Bill Pramuk.

F. Discussion about the North Bay Forest Improvement Program (NBFIP) and recommended action related to CEQA for NBFIP projects. *Amanda Benton*

[NBFIP](#) supports planning and implementation of projects on private forested lands to reduce risks of wildfire and promote forest health in Sonoma, Mendocino, Lake, and Napa counties. The program provides financial incentives to landowners to conduct this critical work. NBFIP brings critical resources to treat wildfire hazards on private properties throughout the region, with a focus on serving disadvantaged communities. It is administered by Rebuild NorthBay Foundation (RNBF) in partnership with the five Resource Conservation Districts (RCDs) of Sonoma, Mendocino, Lake, and Napa counties and Clear Lake Environmental Research Center. Staff recommends authorizing the Executive Director to execute all CEQA Notices of Exemption related to NBFIP projects.

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