

# AGENDA



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

**When:** Thursday, January 16, 2020 at 1:00 P.M.

**Where:** 1303 Jefferson St., Suite 500B, Napa, CA

Jim  
Lincoln  
**President**

Ashley Anderson  
Bennett  
**Vice President**

Rainer  
Hoenicke  
**Director**

Jon  
Kanagy  
**Director**

Beth  
Painter  
**Director**

Bill  
Pramuk  
**Director**

Gretchen Stranzl  
McCann  
**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 (RCD or District) will hold a regular meeting of its Board of Directors on Thursday, January 16, 2020 at 1:00 P.M. at 1303 Jefferson St., Suite 500B, Napa, CA. 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 District office no less than 72 hours prior to the meeting date by contacting 707-690-3110, [anna@naparc.org](mailto:anna@naparc.org). 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. The agenda is available online at: <http://naparc.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 12, 2019 regular meeting and the December 17, 2019 special 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 2019.

## 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. 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. Authorize Resolution 2020-01 Approving the Project "Sulphur Creek Fish Passage Restoration Project Design" and Associated Grant Monies from the California Department of Fish and Wildlife (CDFW).

RCD's proposal for the project "Sulphur Creek Fish Passage Restoration Project Design" has been selected by CDFW for funding in the amount of \$155,401.00 through the Fisheries Habitat Restoration Fiscal Year 2019-20 Proposal Solicitation Notice. The procedures established by CDFW require an authorizing resolution from the RCD's governing body confirming its approval of the project and associated grant funds.

### B. Authorize President to Sign Agreement California Department of Parks and Recreation.

The RCD desires to enter into an agreement with the California Department of Parks and Recreation in the amount of \$5,065.48 to assist the Bay Area District Natural Resource Program to perform post-project monitoring on the Ritchey Creek Spring Road Fish Passage Barrier Removal project.

## 4. SET ITEMS OR PUBLIC HEARINGS

### 8:10 A.M. – Presentation, Discussion and Authorization to Accept the 2018-2019 Audit Report. *Tracy Schulze*

The draft audit for Fiscal Year 2018-2019 was completed on December 2, 2019 by Larry Bain, C.P.A. It is the opinion of the auditor that the financial statements of the RCD present fairly, in all material respects, the respective financial position of the governmental activities of the RCD as of June 30, 2019, 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.

## 5. NEW BUSINESS

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

Accounts Receivable and Cash Flow Reports will be presented.

**B. Nomination and election for Officers of the Board.** *Jim Lincoln*

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.

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

The slate of Associate Directors for consideration includes Dennis Bowker, Joseph Nordlinger, Mariam Aboudamous, Margaret Woodbury, Bob Zlomke, John Henshaw, and Zen Hunter-Ishikawa. The appointment as Associate Director is for a period of one year. 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.

**D. 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 RCD's program. Staff recommends reappointment of the following individuals to the Committee: Jim Lincoln, Ashley Anderson Bennett, Bill Pramuk, Bob Zlomke, Margaret Woodbury.

**E. RCD annexation of gap area in City of Napa.** *Lucas Patzek & Beth Painter*

RCD desires to annex portions of the City of Napa that were incorporated as of 1945 which have been excluded from our jurisdictional boundary since our formation. We will discuss the annexation proposal process, and next steps. Staff recommends approval of a letter to LAFCO expressing RCD's interest in annexation and requesting fee waivers.

**F. Reflecting on 2019 RCD achievements.** *Jim Lincoln & Lucas Patzek*

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

Lucas Patzek (RCD Executive Director) will give an update on current RCD 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.

## 7. ADJOURNMENT