

# AGENDA



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

**When:** Thursday, June 11, 2020 at 8:00 A.M.

**Where:** Tele/videoconference

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, June 11, 2020 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. The public may participate in the meeting remotely via Zoom videoconference at:

<https://zoom.us/j/332821538?pwd=cmp4eUxHNEl1UGJxWFpoTGIZRENIZz09> (Meeting ID: 332 821 538, Password: 322739), or via teleconference at: 669-900-9128, Meeting ID: 332 821 538. We will only accept written public comments received by 5 P.M. on Wednesday, June 10, 2020. All comments must be sent by email to [Lucas@NapaRCD.org](mailto:Lucas@NapaRCD.org). 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@naparc.org](mailto:anna@naparc.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://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 May 14, 2020 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 May 2020.

## 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

8:15 A.M.

- A. Adopt Revised Salary Schedule to Become Effective on July 1, 2020.** *Lucas Patzek, Jim Lincoln, and Tracy Schulze*

The Finance Committee and staff recommend that a 2.5% cost of living adjustment be applied to the existing salary schedule, with the exception that the two extra help/temporary employees who are working explicitly on the Mt Veeder and Mayacamas Community Outreach and Education project will continue at their Fiscal Year 2019-2020 compensation rates. These recommended changes have been incorporated into the draft budget for fiscal year 2020-21.

- B. Presentation and Adoption of the Fiscal Year 2020-2021 Budget.** *Lucas Patzek and Jim Lincoln, and Tracy Schulze*

In accordance with *Policy #3105: Budgetary Control*, a draft budget was reviewed by the District's Standing Finance Committee and the County's Auditor-Controller at the noticed public meetings in May. The draft budget is recommended for adoption by the District Board. After adoption it will be submitted to the Napa County Auditor Controller's Office before the end of the current fiscal year. Budgeted revenues are \$2,161,662 (\$349,500 from taxes and interest, \$1,384,076 from intergovernmental agreements, and \$428,086 from other revenues (non-intergovernmental agreements, sales, donations, and other miscellaneous sources). Budgeted expenses are \$2,182,811 (\$1,295,785 in salaries and employee benefits, \$789,360 in services, and \$97,666 in supplies and other. We are projecting a fund balance surplus in FY 2019-2020 which will more than cover the projected fund balance deficit of \$21,149 in FY 2020-2021.

## 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. Authorize the President to Execute Agreement with County of Napa for Biological Monitoring for the Napa River Restoration Project.**

County of Napa received a grant from the State Coastal Conservancy for the project “Napa River Restoration: Oakville to Oak Knoll, Group D Implementation (OVOK Group D).” County wishes to obtain specialized services from the Napa RCD in order to carry out biological monitoring for this project. The agreement totals \$175,000 and shall expire on June 30, 2023.

**B. Authorize the President to Execute Agreement with County of Napa for Weed Management Services.**

County of Napa was awarded a grant from the CA Department of Food and Agriculture and the RCD is identified as a subrecipient of CDFA funds for the purpose of providing services to protect the biodiversity of native ecosystems and abate noxious weeds and other invasive plant infestations within the County of Napa. The County agreement totals \$16,298 and shall expire on December 31, 2020.

**C. Authorize President to Execute Agreement with City of Napa.**

City of Napa seeks to obtain water-wise landscaping education and on-call biologist services from Napa RCD. Activities supported by the agreement range from coordination of the Bay-Friendly Garden Month and Garden Tour to providing biological monitoring for in-stream maintenance projects. The agreement expires on June 30, 2021 and may not exceed \$40,000.

**D. Authorize President to Sign Amendment No. 6 of Napa County Flood Control and Water Conservation District (FCD) Agreement No. 445.**

This Amendment establishes the scope of work and budget for RCD to provide assistance to FCD in fiscal year 2020-2021. This agreement provides for RCD to assist FCD with maintenance of the Regional Rainfall and Stream Monitoring System (Regional Monitoring System (“RMS")), to carry out stream gauging work at select RMS sites, to provide other hydrologic monitoring and modeling services, and to support the Napa Countywide Stormwater Pollution Prevention Program (“NCSPPP”). Maximum compensation for fiscal year 2020-2021 is \$221,200.

**E. Authorize the Executive Director to Execute Agreement with Anonymous Foundation.**

Anonymous Foundation with a long-standing relationship with the Napa RCD has approved a grant in the amount of \$45,000 for general support over the next year. The Foundation requests that this contribution be kept anonymous.

**F. Authorize the Executive Director to Execute Agreement with Ag Innovations.**

Ag Innovations desires to receive services from the RCD for the Calistoga FireSmarts Project. The agreement expires on February 28, 2021 and may not exceed \$14,296.

**G. Acknowledge Receiving LAFCO Final Budget for FY20-21.**

Even though special districts do not contribute to LAFCO's budget in Napa County, CA Government Code Section 56381(a) requires that all independent special districts in Napa County receive a copy of LAFCO's final budget.

## 5. NEW BUSINESS

**A. Review and Discuss District Financial Reports.** *Anna Mattinson*  
Accounts Receivable and Cash Flow Reports will be presented.

**B. Presentation and Adoption of RCD Strategic Plan.** *Lucas Patzek*

RCD's current strategic plan expires this fiscal year. RCD worked with consultant Amy Stork to create a new five-year strategic plan that includes vision, goals, and key strategies for moving forward. This new plan reflects the input of RCD Directors, Associate Directors, and staff, as well as of community partners. A Strategic Planning Committee helped guide the process and act as a liaison for the planning process and consultant to all the board and staff. Staff recommends the adoption of the new strategic plan.

**C. Discuss and Select a Recipient of the RCD's Scholarship for Emerging Environmental Leaders.** *Eric McKee*

The RCD has dedicated scholarship funds in the amount of \$1,000 to celebrate the contributions of young leaders who have partnered with the RCD to voluntarily care for Napa County's land, water, soil, wildlife, and people. This scholarship is open to students graduating from any high school in Napa County who also satisfy certain requirements defined in the scholarship application. This year there were five scholarship applicants.

**D. Discuss Developments Related to the Huichica Creek Vineyard (HCV).** *Miguel Garcia & Jim Lincoln*

Updates from the HCV Advisory Committee to discuss new approaches to vineyard management to respond to the potential economic impacts of COVID-19.

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

Lucas Patzek (RCD Executive Director) and Wendy Rash (NRCS District Conservationist) will give an update on current 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.

## 7. CLOSED SESSION

### **PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)**

Title: Napa County Resource Conservation District Executive Director.

## 8. ADJOURNMENT