



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

AGENDA

When: Thursday, January 14, 2021 at 8:00 A.M.

Where: Tele/videoconference

Jim Lincoln President	Ashley Anderson Bennett Vice President	Rainer Hoenicke Director	Jon Kanagy Director	Bill Pramuk Director	Gretchen Stranzl McCann 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, January 14, 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=cmp4eUxHNEI1UGJxWFpoTGZRENIZz09>

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, January 13, 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 December 10, 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 December 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

8:10 A.M. – Presentation, Discussion and Authorization to Accept the 2019-2020 Audit Report. *Tracy Schulze*

The draft audit for Fiscal Year 2019-2020 was completed on January 4, 2020 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, 2020, 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. Appoint new member to the Standing Finance Committee (Committee).

The Committee provides the highest level of management oversight related to financial operations and fund development. Appoint Associate Director Zen Hunter-Ishikawa to the Committee.

5. OLD BUSINESS

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

A standing agenda item that allows for discussion about these strategic issues.

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, as well as about the planning process.

6. NEW BUSINESS

A. Meet Martin Perales. *Martin Perales*

Martin was recently hired as the Napa RCD's new Environmental Scientist, and he will introduce himself to the Board.

B. Review and discuss District financial reports. *Anna Mattinson & Lucas Patzek*

The Q2 revenue and expense report will be presented, and potential budget adjustments will be discussed. The accounts receivable and cash flow reports will also be presented.

C. 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.

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

The slate of Associate Directors for consideration includes Bryan Avila, Dennis Bowker, John Henshaw, Zen Hunter-Ishikawa, Joseph Nordlinger, Pierre Washington, Margaret Woodbury, and Bob Zlomke. 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.

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, Ashley Anderson Bennett, Bryan Avila, Bill Pramuk, Bob Zlomke, Margaret Woodbury.

F. Reflecting on 2020 Napa RCD achievements. *Jim Lincoln & Lucas Patzek*

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