

2016

Annual Report



*Promoting responsible watershed management
through voluntary community stewardship and
technical assistance since 1945*

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2016 ACCOMPLISHMENTS - PROTECTING WATER QUALITY AND RESTORING ECOSYSTEMS

- 11,267 pounds** of trash kept from entering local waterways
- 4,500 watershed awareness calendars** distributed
- 3,105 students** served by LandSmart® for Kids
- 1,662 native oaks** planted
- 1,102 acres of vineyard** property enrolled in LandSmart® Conservation Planning
- 750 community members participated in WildNapa lecture series**
- 610 community members served by water conservation programming**
- 584 volunteers** helped keep our creeks clean
- \$500 scholarship awarded** to an outstanding youth in our community
- 194 erosion control effectiveness site-visits** conducted
- 156 stormwater outfalls monitored** for dry-season water quality & found to be “clean”
- 95% of total fish** monitored were identified as **native to the Napa River**
- 70 heirloom cider apples planted** at our demonstration vineyard and orchard
- 60 rainwater harvesting barrels** built and installed through workshops
- 29 miles of stream** cleared of trash through community events
- 27.7 tons of Pinot Noir & Chardonnay harvested** from our demonstration vineyard
- ~18 acres** of upland and riparian habitat restored
- 16 vineyard properties evaluated** for water use efficiency
- 6 creek clean-up events** hosted
- 5 youth interns** supported
- 3 greywater systems** built at local residences
- ~3 acres of vineyard & orchard replanted** at our demonstration vineyard using compost and biochar and practices to minimize soil disturbance
- 2 new people** joined our RCD team
- 1 “Carbon Farm Plan” template** for Vineyards developed
- 1 fantastic independent financial audit** of our organization



ORGANIZATION INFORMATION

The Napa County Resource Conservation District (RCD) is a district formed to help local residents, landowners, and businesses manage and improve the land and water resources of Napa County. Our history dates back to 1945 and for over 70 years we have been helping local residents with planning and implementing natural resource projects on their properties and in their communities. We strive to build a community ethic of stewarding natural resources for this and future generations. By empowering our community to voluntarily conserve, protect, and restore natural resources we will continue to live in an area that supports agriculture, urban areas, and wild spaces.

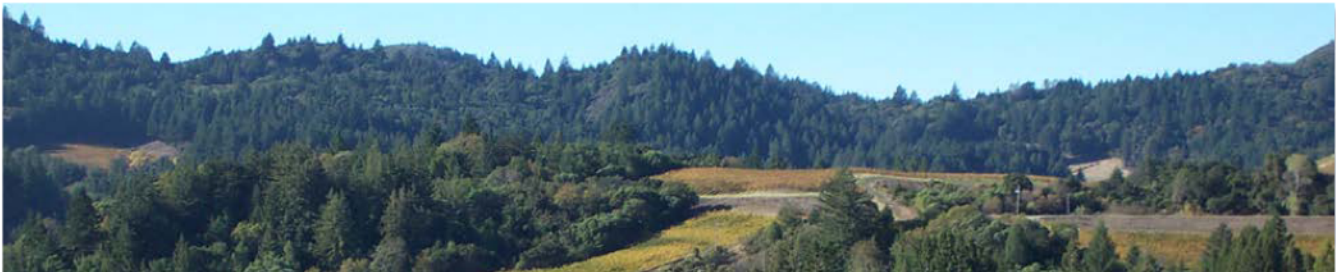
The RCD is governed by a seven-member volunteer Board of Directors, which consists of local residents with diverse backgrounds and interests. We are also supported by several volunteer Associate Directors, a small staff of natural resource and other professionals, a handful of volunteers, and community members who participate in our programs.

Our conservation work relies on partnerships with and funding from individuals, community organizations, and other government agencies. We recognize the importance of voluntary partnerships between private citizens and government as an effective means to carry out natural resource conservation and we are committed to utilizing cooperative and scientifically sound methods to achieve our mission.

RCD PROGRAM AREAS

The RCD provides technical and educational assistance to property owners/managers and other stakeholders to identify and achieve their natural resource and agricultural goals. We serve as a clearinghouse of information and can also provide technical guidance, permitting assistance, and financial incentives to those interested in implementing conservation or habitat enhancement practices. Participation in our programs is voluntary and relies upon cooperation and collaboration.

The RCD has four program areas: Conservation Education, Watershed Assessment & Monitoring, Restoration & Conservation Planning, and Habitat & Water Quality Enhancement. Many of the program areas are offered through *LandSmart*[®], a joint program of the RCDs in Sonoma, Mendocino, and Napa counties (www.landsmart.org) and as a collaboration with the U.S.D.A. Natural Resources Conservation Service (NRCS).





LandSmart® Planning provides technical assistance to landowners and manager to identify and prioritize management practices according to individual needs, conservation goals, and timelines.

LandSmart® On-the-Ground provides technical and financial assistance to landowners to implement best management practices to achieve resource and land management goals, from erosion control to fish habitat improvement. On-the-ground also provides trainings, tools, and hands-on workshops to help individuals successfully complete conservation projects like rural road maintenance and rainwater harvesting.

LandSmart® Water Resources provides local solutions for water security. Projects include improving irrigation efficiency, stormwater management, frost-protection alternatives, and monitoring of ground and surface water.

LandSmart® for Kids and LandSmart® Education create connections and inspire conservation by offering community members and youth direct engagement with the renowned landscape and agricultural properties of the North Bay and North Coast Region.

Resource Monitoring provides important data to the community that informs decision-making and tracks changes in watershed health over time.

Huichica Creek Sustainable Demonstration Vineyard and Orchard is a 21-acre property owned and managed by the RCD. We experiment with and demonstrate sustainable vineyard and orchard practices and promote healthy working landscapes in a healthy ecosystem.



Photos top to bottom: Conservation Planning workshop, youth install bluebird boxes in a local vineyard, community oak planting day, RCD staff monitor the Napa River

2015-2016 ACCOMPLISHMENTS

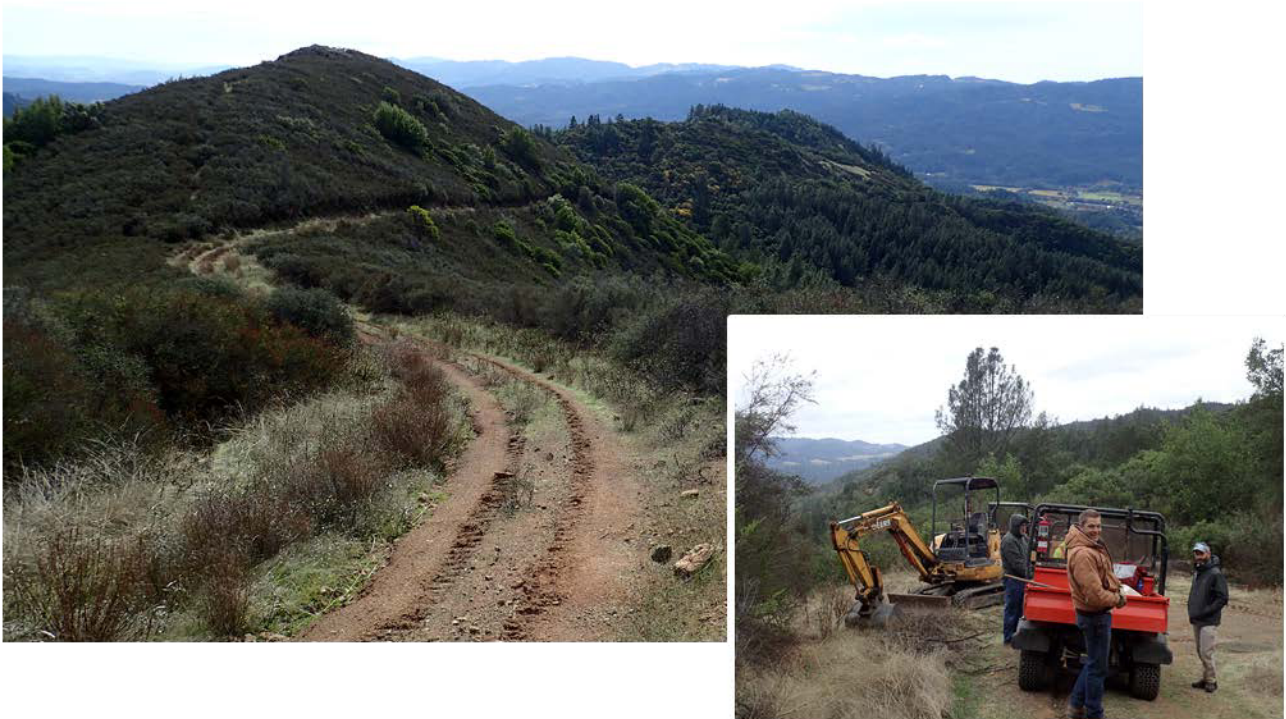
The RCD adopted an Annual Plan to guide the work of the RCD for the period July 1, 2015 through June 30, 2016. This report summarizes major activities taken to implement the plan and accomplish the goals of the RCD. Major accomplishments are summarized by goal.

Goal 1: Improve and protect water quality and quantity, fish and wildlife habitat, biodiversity, soil health, and overall ecosystem function.

Specific actions described below implement the following objectives:

- Provide educational and technical assistance to support implementation of stewardship practices to conserve resources and improve ecosystem function, and
- Implement and oversee high priority habitat and water quality improvement projects on private and public land.

The table below summarizes major activities of the RCD related to this goal and these objectives.



RCD provides technical assistance to landowners interested in improving their roads while reducing the potential of fine sediments from entering local waterways and impacting water quality.

Action No.	Action Description	Accomplishment	Funding Source(s)
1.1	Perform erosion control plan review and winter site-visits consistent with Napa County Conservation Regulations.	12 plan reviews conducted, 194 winter site visits, pre-plan technical assistance provided as needed.	County of Napa Planning, Building, and Environmental Services
1.2	Hold two LandSmart® Conservation Planning workshops and provide technical assistance to assist vineyard operators with the development of farm plans to meet anticipated water quality regulations.	Water quality template updated to meet anticipated water quality regulations and requirements of Napa Green program. Farm plan assistance provided for two “pilot” properties. Workshops delayed to early 2016-17.	Natural Resource Conservation Service (NRCS)
1.3	Develop carbon farming chapters for inclusion in LandSmart® Vineyard Template.	Carbon Farm Plan template for vineyards drafted. Carbon Farm Plan drafted for Huichica Creek Demonstration Vineyard and Orchard.	State Coastal Conservancy (SCC) and NRCS
1.4	Initiate programmatic CEQA document for conservation practices recommended through LandSmart®.	LandSmart® practices for unpaved roads written and included in draft update to Napa County Flood Control and Water Conservation District’s (FCD) Stream Maintenance Program Manual. General agreement for FCD to add RCD to the updated Stream Maintenance Program and associated CEQA and permitting documents.	RCD General Fund (staff time only)
1.5	Conduct 20 mobile irrigation evaluations for agricultural operations in Napa County (LandSmart® Water Resources).	16 mobile irrigation lab evaluations conducted. 4 grower participants trained to conduct evaluations.	Department of Water Resources (DWR) and support from participant growers and NRCS
1.6	Complete rural road erosion source assessments and develop associated erosion control treatment plans in York, Sulphur, Richey, and Mill Creek watersheds.	13.5 miles of road assessed.	Department of Fish and Wildlife (CDFW)
1.7	Initiate steps to implement a rural road improvement project to be implemented in Summer 2016 in the Wing Canyon Watershed.	Final layout and design completed, geotechnical review conducted, landowner agreement signed, Invitation to Bid released.	EPA Clean Water Act 319(h) program (contract with SWRCB) and CDFW
1.8	Conduct assessment of conditions in Bale Slough watershed to initiate development of a long-term enhancement plan.	Contract with SWRCB executed, landowner outreach started.	EPA Clean Water Act 319(h) program (contract with SWRCB)
1.9	Conduct one or more LandSmart® On-the-Ground Trainings for heavy equipment operators that build or maintain rural roads.	Heavy Equipment Operator training planned for March 2016 was canceled due to low registration. A similar training was held for public agency staff in April 2016 and a workshop related to road design was held for local engineers in April 2016.	CDFW, EPA (SWRCB)

1.10	Provide technical assistance and construction oversight for rural road improvement projects carried out by the Land Trust of Napa County.	Technical assistance provided for Duff, Wantrup, WildLakes and Sutro properties including road assessments, construction bid walk-throughs, permitting assistance and construction oversight.	Land Trust of Napa County
1.11	Complete design necessary to remove the fish passage barrier on the Napa River in the City of Calistoga and assist City of Calistoga in obtaining necessary implementation funds.	Engineering and cost estimates completed for project. One grant application submitted for implementation funding but it was not funded.	CDFW
1.12	Provide post-construction monitoring assistance to Napa County to evaluate and report effectiveness of Rutherford Restoration Project.	Post-construction monitoring completed and results provided to County for inclusion in reporting.	Napa County Flood Control & Water Conservation District
1.13	Provide project design review assistance to CLSI for conceptual restoration plan for the Napa River in the vicinity of the City of Calistoga.	Design assistance provided and plan completed and submitted to Water Board	EPA (SWRCB)
1.14	Develop a plan for and begin to implement conservation improvements at Huichica Creek Vineyard to support irrigation efficiency and soil health.	Replant plan for one block developed and implemented. Irrigation efficiency plan developed and partially implemented with improvements to part of the system. Portion of access road stepped back from creek, blue bird boxes installed, apples planted to diversify crop and Carbon Farm Plan drafted.	NRCS, SCC, DWR, General Fund
1.15	Assist City of Napa with workshops, trainings, and site visits to support water conservation practices.	Bay Friendly Garden Open House held with 3 gardens and 10 mini-workshops. 100 people participated in the Open House. Bay Friendly Garden Tour held with 12 gardens and 3 mini-workshops. 200 people attended the Garden Tour. Assisted with outreach and coordination for 4 Water-Wise Landscaping Workshops held in September, 2015.	City of Napa
1.16	Implement conservation practices through LandSmart for Kids Youth Stewards Program with one high school class. Seek additional funds to support 1 – 2 additional classes.	101 students from American Canyon High, Justin-Siena High and New Tech High participated in LandSmart® Youth Stewards this year and implemented restoration projects at five different sites over 9 field trip days. 1.5 acres of land was beneficially impacted through native planting and/or removal of invasive plants.	North Bay Watershed Association, Jack L. Davies Napa Valley Agricultural Land Preservation Fund, Mead Foundation, Napa Valley Community Foundation, NCSPPP
1.17	Implement re-oaking projects through LandSmart for Kids Acorn to Oaks on 5 or more properties with 5 or more student groups. Expand program to work with broader community and Friends of the Napa River.	1,662 native oaks planted over approximately 16 acres through Acorns to Oaks and community volunteer days.	SCC, Mead Foundation
1.18	Implement 3 or more water quality protection projects through the LandSmart for Kids Clean Water Program on behalf of NCSPPP.	Two schools participated in clean up events (1.21) and NCSPPP contributed to LandSmart for Kids Youth Stewards (1.16).	

1.19	Provide conservation management practice education opportunities to members of the Putah Creek Watershed Group.	NRCS presented best management practices to identify and manage non-native plant species in the vineyard. RCD and NRCS staff assisted the Putah Creek Watershed Group with submittal of a reduced surface water monitoring program to the RWQCB.	Putah Creek Watershed Group
1.20	Provide a minimum of 3 LandSmart On-the-Ground workshops to facilitate stewardship practices around the home and farm (e.g., greywater use, rainwater harvesting, sustainable landscaping, vineyard irrigation evaluation training)	2 Build-Your-Own Rain Barrel workshops held (American Canyon and Calistoga) resulting in 65 rain water harvesting barrels built by 60 people. 1 Greywater Laundry to Landscape workshop held and 3 systems built in Napa. Lose the Lawn Workshop (American Canyon) held, approximately 40 people attended.	NBWA, City of Napa,
1.21*	Creek Clean-Up Events	6 clean-up events hosted/coordinated. 584 volunteers participated and over 11,000 pounds of trash was removed from local waterways.	Napa Countywide Stormwater Pollution Prevention Program
1.22*	Pathogen Reduction Program and Events	700 personal dog leash bags dispensers distributed, 2 pet-waste community events held (Napa and St. Helena), pet-waste a focus at 11 community events (American Canyon, Napa, St. Helena, Calistoga). Over 1,140 community members learned about pet waste practices, baseline survey conducted to assess current community knowledge and practices.	Napa Countywide Stormwater Pollution Prevention Program
1.23*	Vintage High School Demonstration Rain Garden	Several maintenance volunteer days were held, the site was included in the Garden Tour, an educational sign was designed.	City of Napa, Flood Control District, private contribution
1.24*	LandSmart and Napa Green Partnership	LandSmart was officially added as a second path to "Napa Green Land Certification." This partnership will enhance the programs ability to work with local growers and builds upon the RCDs relationship with the Napa Valley Vintners.	RCD General Fund

* Actions that were completed but not originally identified in the Annual Plan for 2016.



584 volunteers participated in local clean-up events which prevented 11,267 pounds of litter from entering local waterways

Goal 2: Improve understanding about the condition of watersheds in the District and effectively utilize that information to influence policy and land management decisions

Specific actions described below implement the following objectives:

- Better understand the condition and population dynamics of fish species in the Napa River watershed
- Better understand water quality and availability as it relates to supporting ecological, agricultural, rural and urban uses
- Expand monitoring programs to better understand watershed conditions beyond fish species and water quality
- Effectively communicate results related to the condition of the watersheds to the community, land managers, and policy makers to inform resource management decisions and policies

The table below summarizes major activities of the RCD related to this goal and these objectives.

Action No.	Action Description	Accomplishment	Funding Source(s)
2.1	Conduct and report fisheries outmigrant trapping on the Napa River with the Rotary Screw Trap (RST).	The RST was operated for 61 days between March 1 and May 26, 2016. A total of 5,648 fish were captured, 95% of them native to the Napa River watershed. A significant number of river lamprey and Pacific lamprey were both noted. River lampreys are considered rare and it appears that the Napa River may support one of the largest populations of river lampreys in the Bay Area, and perhaps California. Reports are posted on-line.	Gasser Foundation, Napa Valley Vintners, Watershed Information and Conservation Council, State Coastal Conservancy
2.2	Conduct adult salmon and steelhead spawner surveys	Adult surveys were conducted in the fall in over 20 miles of the Napa River from Calistoga to Oak Knoll Avenue. Chinook salmon were documented, steelhead were not.	County of Napa (Watershed Information and Conservation Council and Wildlife Conservation Commission)
2.3	Conduct annual river survey in the Rutherford Reach to evaluate post-construction effectiveness and identify maintenance needs.	Measurement and analysis of 16 cross section surveys and pebble count and collection and analysis of flow/riffle/large wood/instream structure data to inform project effectiveness. Annual maintenance survey was completed in June 2016 and results were provided to the Flood Control District for inclusion in their annual report and planning documents.	Napa County Flood Control and Water Conservation District
2.4	Support the Regional Monitoring System in Napa County (streamgage & website maintenance).	38 stream monitoring station systems are supported by the RCD. Website updates were made to improve the real-time rainfall and river-stream data network that covers Napa County at napa.onerain.com .	Napa County Flood Control and Water Conservation District

2.5	Conduct streamflow monitoring (high- and low-flows).	11 streamgaging sites are monitored for flow – some for high-flow (important for flood control purposes) and some for low-flow (important for the ecosystem, wildlife, and management of water resources).	Napa County Flood Control and Water Conservation District, California Department of Fish and Wildlife, private contributions
2.6	Conduct outfall monitoring in each municipality for NCSPPP	156 municipal outfalls were monitored for dry-season outflow. Water quality monitoring, when flow was present (31 sites), was conducted and 1 exceedance of water quality standards was observed, related to tidal action in downtown Napa.	Napa Countywide Stormwater Pollution Prevention Program
2.7	Support efforts to develop monitoring protocol for bank erosion hazard and rural road assessment.	RCD assisted Napa County consultant, 2 nd Nature, complete a rural road rapid assessment method (Road RAM) for use in Napa County. Road RAM will be tested for use in the next fiscal year. Efforts to develop a bank erosion hazard assessment was abandoned based upon input from the Regional Water Board. RCD, County and consultants began to explore the possibility of developing an assessment method for stream habitat.	EPA San Francisco Bay Water Quality Improvement Fund (through agreement with Napa County Public Works)
2.8	Utilize monitoring results to inform public policy decisions and to inform restoration/enhancement actions.	Fisheries monitoring results are available on-line and provided to interested parties such as the SF Bay RWQCB, CDFW and local interested organizations. Outfall monitoring results were provided to NCSPPP to assist them in meeting regulatory requirements. Results from monitoring for the Putah Creek Watershed Group were used to obtain reduced surface water quality monitoring requirements under waste discharge requirement for irrigated agriculture in the Sacramento Valley.	RCD General Funds and sources described above.
2.9*	Instream Flow Study	Collaborated with CEMAR to conduct a stream flow study at a variety of sites in the Napa River Watershed.	Department of Water Resources
2.10*	Stream assessments	Conducted assessments of the engineered reaches of Fagan and Sheehy Creeks for the FCD's stream maintenance program and provided recommendations for ongoing channel maintenance	Napa County Flood Control and Water Conservation District



River lamprey are considered rare and it appears that the Napa River may support one of the largest populations in the Bay Area, and perhaps California.

Goal 3: Empower and inspire the community to make informed stewardship decisions that are mindful of watershed and ecosystem function

Specific actions described below implement the following objectives:

- Support and encourage an ethic and understanding of resource stewardship in youth of Napa County
- Engage in and encourage dialogue amongst the community regarding stewardship of natural resources

The table below summarizes major activities of the RCD related to this goal and these objectives.

Action No.	Action Description	Accomplishment	Funding Source(s)
3.1	Develop and distribute Watershed Awareness Calendar 2016.	Wild Napa, focusing on wildlife species in Napa County was the subject of the 2016 watershed awareness calendar and over 4,500 calendars were distributed.	Watershed Information and Conservation Council (WICC), RCD General Fund.
3.2	Coordinate Watershed Open House.	Watershed Open House did not occur. Rather, Wild Napa (a monthly lecture series focused on wild life in Napa County) was instituted. See 3.16 below.	WICC
3.3	Support Watershed Information and Conservancy Council (WICC), including website support, community outreach, and workshops.	Website support offered to WICC throughout the year. Monthly Wild Napa lecture series held as community outreach (11 total). In addition, 6 workshops were held around topics including outdoor water conservation (lose the lawn), greywater (laundry to landscape), rainwater harvesting with barrels, and rural roads and sediment delivery.	WICC, North Bay Watershed Association, City of Napa.
3.4	Develop groundwater sustainability education program including presentations, workshops, education materials, and technical assistance.	Do-It-Yourself Well Level Monitoring Program developed and available to residents and agriculture properties that manage wells. RCD provides training to participating managers.	Watershed Information and Conservation Council
3.5	Assist local partners to coordinate water conservation training program and local tour.	Assisted in coordination and participated as speaker in Bay Friendly Training and Qualification Program for Designing Sustainable Landscapes which was held in March 2016. 32 design professionals participated and were certified. Coordinated and held local garden tour in Napa and American Canyon. There were 12 sites, 3 training locations, and approximately 200 people participated in the tour.	City of Napa
3.6	Sponsor a community event (e.g., film-night)	Task objective to inspire community stewardship met through Wild Napa Lecture Series (see 3.16 below)	RCD General Fund, WICC

3.7	Conduct 20+ LandSmart for Kids Clean Water classroom presentations regarding water quality and watershed management focusing on elementary aged students throughout Napa County.	54 classes (over 1,200 youth) participated in LandSmart for Kids Clean Water classroom presentations.	Napa Countywide Stormwater Pollution Prevention Program (NCSPPP)
3.8	Participate in Environmental Education Coalition to coordinate Earth Day and to coordinate with local organizations.	Two RCD staff participate in EECNC, one served as Chair and helped coordinate Earth Day. The other assisted in finding a new fiscal sponsor for EECNC and began the process of developing a memorandum of understanding for EECNC participating partners.	RCD General Fund
3.9	Seek youth volunteers to intern with RCD for specific outreach needs (social media, video).	5 youth interns were provided with opportunities to gain skills through supporting RCD programs.	RCD General Fund
3.10	Promote and award RCD Directors' Environmental Conservation Scholarship.	The scholarship was promoted and then awarded to a student from New Tech High School.	RCD General Funds
3.11	Remain engaged with local constituents and regulatory agencies related to pending regulations, impacts, and benefits.	Among the regulatory agencies, RCD primarily remains engaged with SF and Central Valley Regional Bay Regional Water Quality Control Boards and Napa County PBES. RCD engages with local constituents regarding existing and pending regulations.	RCD General Funds and miscellaneous other funds as appropriate.
3.12	Participate in natural resource related activities/committees of other local organizations – seek opportunities to collaborate (e.g., Farm Bureau, Grape Growers, California Sustainable Winegrowing Alliance, Local Food Council, Friends of the Napa River, Land Trust of Napa County Regional Park & Open Space District, etc.).	RCD staff and Directors regularly participate in meetings of Watershed Information and Conservation Council, Friends of the Napa River, Farm Bureau Natural Resources Committee, Vit Tech, Local Food Council, NBWA Joint Technical Committee. In addition RCD participates with other organizations including CSWA, Land Trust, Regional Park and Open Space District, CanDo!, Napa Valley Vintners, Napa Valley Grapegrowers, Napa Valley Fly Fishers.	RCD General Funds and miscellaneous other funds as appropriate.
3.13	Present RCD projects and programs at local and regional forums and conferences (e.g., WICC, NBWA, State of the Estuary, CARCD, Salmonid Restoration Federation etc.).	RCD staff presented at the following conferences/meetings: Salmonid Restoration Federation, Napa County Regional Park and Open Space District, Jack L Davies Fund Committee, Napa Farmers Guild, Napa County Farm Bureau, Friends of the Napa River, WICC, Napa and Calistoga Farmers Market, Rootstock Conference, Wild Napa, Vit Tech, Napa Valley Grapegrowers workshop, WICC.	RCD General Funds and miscellaneous other funds as appropriate.
3.14	Seek opportunities to publish natural resource information in partner organization newsletters and in local newspapers.	Regular articles in the Farm Bureau newsletter and posted on the WICC website.	RCD General Fund
3.15	Utilize e-blast and social media to conduct outreach, seek opportunities for video outreach	E-blasts are sent approximately 2x per month. 1 – 3 Facebook posts per week are posted, a monthly eNews letter was established and published.	RCD General Fund

3.16*	Wild Napa Lecture Series	Wild Napa, a monthly lecture series of presentations open to the general community, was launched with a focus on educating the community about the presence and diversity of wildlife in Napa County. An average of 70 people attended each of the 12 lectures.	Watershed Information and Conservation Council, Napa Valley Vintners, Friends of the Napa River, other in-kind contributors.
3.17*	Napa Youth Stewardship Council (NYSC)	NYSC was piloted this year in partnership with Friends of the Napa River. 13 high school students participated in this 9-month environmental leadership program where they met monthly, learned about the local environment, helped with local projects, created and implemented their own conservation projects, hosted a booth at Earth Day, and reported on the program to the WICC.	Napa County Wildlife Conservation Commission and RCD General Fund.

* Actions that were completed but not originally identified in the Annual Plan for 2016.



Over 1,600 native oaks planted with youth & community



Over 700 community members inspired through WildNapa lecture series



Napa Youth Stewardship Council provides an opportunity for local teens to be conservation leaders

Goal 4: Enhance the RCD’s ability to implement its mission through making continuous improvements in management, staff enrichment, and visibility of the RCD within the community

Specific actions described below implement the following objectives:

- Strive for excellence in areas of fiscal responsibility, transparency, and overall operation of the District
- Improve marketing and the RCDs capacity to provide information about RCD programs
- Foster an engaged, knowledgeable, and happy staff and Board of Directors

Action No.	Action Description	Accomplishment	Funding Source(s)
4.1	Update RCD financial and administrative procedures as necessary to reflect new policies.	Process to track annual administrative tasks was developed.	RCD General Funds
4.2	Organize contract files and folders. Discard historic contract documents that are no longer needed and that are over 10 years old.	Completed.	RCD General Funds
4.3	Replace up to three personal computers and other necessary equipment, as needed, to ensure efficiency.	5 new computers were purchased and RCD enrolled in Office 365 which ensures that all computers will have the current versions of Microsoft Office software.	RCD General Funds
4.4	Continue researching the process, impacts, and benefits of annexing the lands within the City of Napa that are not within our boundary.	The costs and benefits of annexation were researched. The cost for LAFCO fees alone were estimated to be over \$12,000. The benefits were minimal.	RCD General Funds
4.5	Decide upon and initiate “next steps” identified in Fund Development Strategy.	RCD initiated meetings with WICC to join efforts in fund development. Small working meetings were initiated to explore options to enhance charitable giving to support watershed monitoring and youth/community engagement. RCD staff also met several times with staff and directors of Napa County Regional Park and Open Space District to assess their interest in partnering around a potential sales tax initiative.	RCD General Funds
4.6	Support CARCD in efforts to obtain base-funding and remain engaged in state-wide discussions about relevant bond measures.	RCD paid full CARCD membership dues and Executive Director remained actively engaged in the “RCD Standards” effort being led by CARCD.	RCD General Funds
4.7	Complete CARCD self-assessment to evaluate our organizational structure and capacity.	Initiated this process but did not complete because Department of Conservation is establishing an “accreditation” process using the “RCD Standards” developed by CARCD/RCDs. RCD intends to engage with DOC as the accreditation process is developed.	RCD General Funds

		Partner with local and regional organizations to implement programs that meet resource needs and enhance competitive nature of funding requests.	Examples of partnerships include: LandSmart and Napa Green partnership to support conservation planning, Napa Youth Stewardship Council and Acorns to Oaks with Friends of the Napa River, regional partnership between RCDs in Marin, Napa, Sonoma and Mendocino counties.	RCD General Funds
4.8		Update and add to Constant Contact email list.	Constant contact is updated with new contacts on a regular basis.	RCD General Funds
4.9		Update RCD brochure	The brochure was updated and professionally printed.	RCD General Funds
4.10		As feasible and budgeted, support staff training and encourage staff to participate in conferences.	The budget supported training for several staff. Examples: 1 staff attended CARCD Conference; 1 staff attended Salmon Restoration Federation; 1 staff was supported in CPESC certification training.	RCD General Funds
4.11		Maintain "open door policy" and continue to support interaction between RCD staff and directors.	Staff are encouraged to present their activities to the Board – 3 educational presentations were given by staff at monthly Board meetings. RCD staff may also attend Board meetings and the Executive Director gives an update on staff activities at every meeting	RCD General Funds
4.12		Meet with / present to / communicate with Napa County Board of Supervisors and City/Town Councils (personal meetings/presentations and newsletter updates).	Executive Director held no formal meetings with local elected officials but made an effort to engage with each of the Board of Supervisors at different events. In addition, staff included officials in events and RCD regularly presents to the WICC Board which has elected representatives from each of the municipalities. All elected officials are sent RCD e-blast.	RCD General Funds
4.13		Hold monthly meetings of the Board of Directors and quarterly meetings of the Finance Committee.	Board meetings were held each month. The finance committee met 1 time during the year.	RCD General Funds
4.14		Represent the RCD on the WICC Board.	Gretchen Stranz McCann represents the RCD on the WICC Board.	RCD General Funds
4.15		File Fair Political Practices Commission (FPPC) Statement of Interest Forms	Statement of interest forms were completed as required.	RCD General Funds
4.16		Participate in mandatory "Conflict of Interest" and/or "Sexual Harassment" Trainings.	Mandatory trainings were completed.	RCD General Funds
4.17		Develop and/or participate in a Directors' / Associate Directors' Training	DOC released a new Director's Handbook, which is available on-line to directors.	RCD General Funds
4.18		Furniture Upgrades	Several staff requested and received new work stations including stand-up desks, new ergonomic chairs, and new filing cabinets. Lightly used furniture was purchased from a local technology company that was down-sizing.	RCD General Funds
4.19*		Fieldwork efficiency measures	Staff initiated efforts to build "data collector aps" to be used with ArcGIS and a tablet. A couple of projects experimented with the technology and found it to be efficient. It is anticipated that additional projects will begin to use "data collector aps" for field work.	RCD General Funds
4.20*				RCD General Funds and miscellaneous project funds as available and appropriate.

* Actions that were completed but not originally identified in the Annual Plan for 2016.

2015-2016 PERSONNEL AND FINANCES

The RCD had some personnel changes this year including retirement of District Administrator, Kathleen Edson. As a result, we had some changes in District positions. The positions of District Administrator, Accounting Technician, and Bookkeeper were eliminated and three new positions were created: Office Manager, Conservation Program Manager and Conservation Program Assistant. Existing personnel filled the positions of Office Manager and Conservation Program Manager and a new Conservation Program Assistant was hired.

Board of Directors and Staff

RCD Board of Directors

Beth Painter, *President*
Jon Kanagy, *Vice President*
Ashley Anderson Bennett
Rainer Hoenicke
Jim Lincoln
Bill Pramuk
Gretchen Stranzl McCann

RCD Associate Directors

Joan Bennett
Dennis Bowker
John Nogue
Joseph Nordlinger
Mayacamas Olds
Carolyn Ferris Parker
Margaret Woodbury
Robert Zlomke

RCD Staff

Bill Birmingham, *Conservation Project Mgr.*
Paul Blank, *Senior Hydrologist*
Kathleen Edson, *District Administrator (12/2015)*
Frances Knapczyk, *Stewardship Facilitator /
Conservation Program Manager*
Jonathan Koehler, *Senior Biologist*
Anna Mattinson, *Accounting Technician / Office
Manager*
Eric McKee, *Education Program Coordinator*
Charles Schembre, *Vineyard Conservation Coordinator*
Leigh Sharp, *Executive Director*
Jemma Williams, *Conservation Program Assistant*

USDA NRCS Staff

Rita Steiner, *District Conservationist*
Chip Bouril, *Soil Conservationist*
Kelly Gin, *Soil Conservationist*
Kristan Flynn, *Rangeland Management Specialist*

Funding

Approximately 79% of our annual funding comes from competitively sought grants, professional service agreements, tax-deductible donations, and revenue from the sale of wine grapes from Huichica Creek Vineyard, our sustainable vineyard demonstration property. The remaining 21% comes from property taxes assessed within our district boundary.

Annual Finances

Each year the RCD Board of Directors adopts a budget based upon anticipated revenues and expenses and subsequently monitors and amends the budget as needed through the fiscal year. The final adopted budget for fiscal year 2015/16 anticipated revenues and expenses in the amount of \$1,487,990.

Per results of an independent audit conducted according to generally accepted accounting practices (GAAP) and Government Accounting Standards Board (GASB) requirements, the table below displays

actual revenues and expenses for fiscal year 2015/16. The final audit for fiscal year 2015/16 is posted and available on-line at www.NapaRCD.org.

Revenues

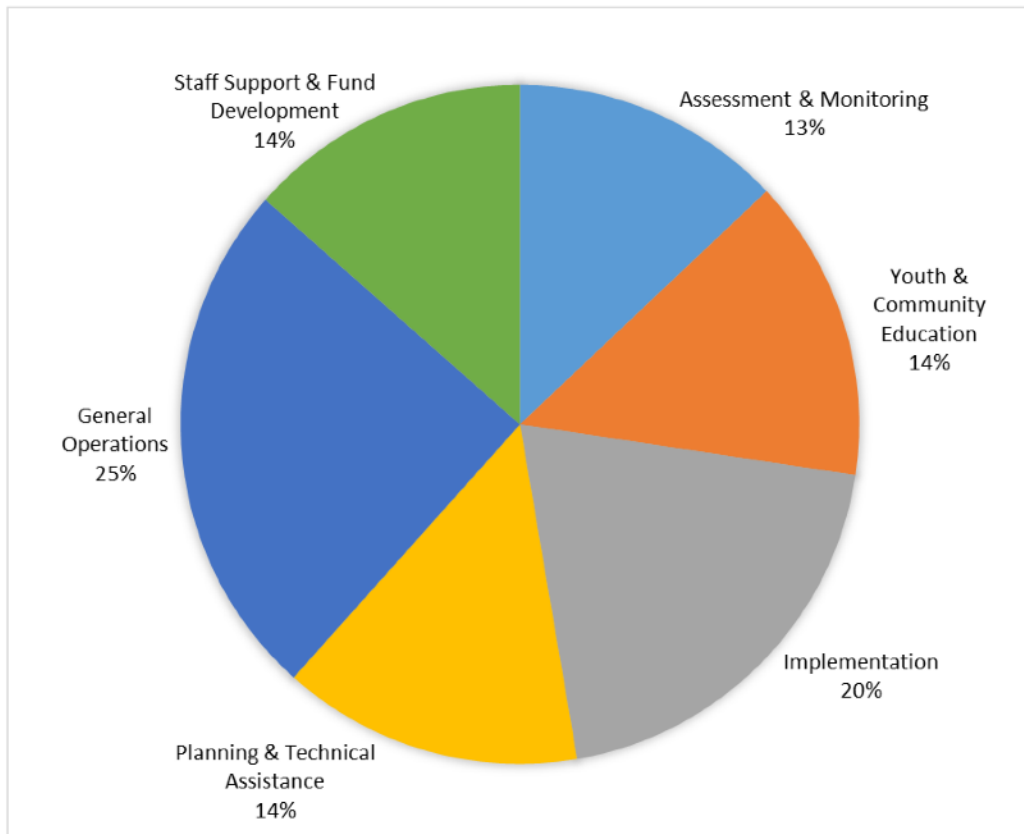
Taxes	\$ 303,896
Agreements	\$ 1,022,381
Use of Property	\$ 95,192
Misc.	\$ 9,017
Total Revenues	\$ 1,430,486

Expenses

Salaries & Benefits	\$ 906,131
Services & Supplies	\$ 358,639
Debt Service Principle	\$ 8,751
Debt Service Interest	\$ 497
Capital Outlay	\$ 111,155
Total Expenses	\$ 1,385,173

Expense by District Program Activity

The RCD tracks expenses by program activities, defined as General Operations, General Staff Support and Fund Development, Planning and Technical Assistance, Implementation, Youth and Community Education, and Assessment and Monitoring. General Operations includes items such as rent, equipment and vehicle purchases, information technology support (ITS), required insurances, financial services (e.g., invoicing, reporting, auditing), legal support and contracting, etc. This year the RCD upgraded its computer network system and purchased several gently used ergonomic chairs and tables. Staff Support and Fund Development include activities such as training, attending conferences, grant writing, and general office activities (e.g. staff meetings, board meetings, office organization, etc.). The figure below is a graphic demonstrating percent of total expenditures for fiscal year 2015/16 that was allocated to each program activity.



Grant Agreements, Contracts, Professional Services

The following grant agreements, contracts, professional services agreements, and donations were utilized in 2015/2016.

Local

- City of Napa: Bay Friendly Training, Garden Tour, and other Water Division Support
- County of Napa: JPA with Planning, Building & Environmental Services: Erosion Control Plan Assistance
- County of Napa: Wildlife Conservation Commission: Napa Youth Stewards Council through Friends of the Napa River
- County of Napa Flood Authority: Support for Measure A Projects
- County of Napa: Public Works Department: Groundwater Education, WICC Support, and Youth Recycling Education Program
- Gasser Foundation: Special Hydrologic Study in Calistoga and Fisheries Monitoring
- Hudson Ranch: Carneros Biological Study
- Huichica Creek Vineyard Grape Sales
- J.L. Davies Agricultural Preservation Fund: LandSmart® for Kids Youth Stewards
- Land Trust of Napa County: Technical Assistance
- Mead Foundation: LandSmart® for Kids
- Napa County Flood Control & Water Cons. District.: Watershed Maintenance Support, Rutherford Monitoring Support, Napa Countywide Stormwater Support, Special Hydrologic Study in Calistoga
- Napa Valley Give Guide: LandSmart® for Kids
- Napa Valley Vintners: Fisheries Monitoring
- Nordlinger, Joseph: Vintage High School Rain Garden
- North Bay Watershed Association: LandSmart® Youth Stewards and On-the-Ground Workshops
- Private Contributions: Technical Assistance, Carneros/Huichica Streamgages
- Putah Creek Watershed Group

State

- California Coastal Conservancy: 5000 Oaks Initiative
- California Coastal Conservancy: Regional Carbon Farming through Marin RCD
- California Department of Fish & Wildlife: In-stream Flow Monitoring
- California Department of Fish & Wildlife: Assessing Road-Related Sediment Sources in the Napa River Watershed
- California Department of Fish & Wildlife: Calistoga Fish Barrier Removal Design through NOAA
- California Department of Fish & Wildlife: Wing Canyon Road Erosion Reduction Project
- California Department of Food & Agriculture: SWEEP
- California Department of Water Resources: Fisheries Monitoring through CEMAR
- California Department of Water Resources: Mobile Irrigation Lab

Federal

- Environmental Protection Agency: LandSmart® Planning and Road Implementation Projects through State Water Board
- Environmental Protection Agency: Napa TMDL Information Tracking & Accounting through County

- Environmental Protection Agency: Wing Canyon Road Erosion Reduction Project through State Water Board
- Environmental Protection Agency: Bale Slough Habitat Enhancement Plan through State Water Board
- Environmental Protection Agency: Upper Napa River Enhancement Plan through California Land Stewardship Institute
- Environmental Protection Agency: LandSmart Conservation Planning in Sonoma through Sonoma Resource Conservation District
- Natural Resources Conservation Service: Regional Conservation Partnership Program through Marin Agricultural Land Trust for LandSmart® Conservation Planning
- Natural Resource Conservation Service: Conservation Innovation Grant for Huichica Creek Sustainable Demonstration Vineyard – Healthy Soils and Drought Resistance Farming