



# AGENDA

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

When: Thursday, September 12, 2019 at 8:00 A.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

### GENERAL INFORMATION

The Napa County Resource Conservation District (RCD or District) will hold a regular meeting of its Board of Directors on Thursday, September 12, 2019 at 8:00 A.M. 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 August 8, 2019 regular meeting and the August 19, 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 August 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. EDUCATIONAL PRESENTATION

There is no educational presentation scheduled.

### 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 Executive Director to Sign Agreement with Friends of the Napa River (FONR).**

This Agreement is for fiscal year 2019-2020 and provides compensation of approximately \$3,800 for the RCD to develop a citizen-science data collection program, to be called Napa County Streamflow Watch, in partnership with FONR and WICC. The funding comes from a grant from the Napa County Wildlife Conservation Commission to FONR.

#### **B. Authorize Executive Director to Sign Grape Purchase Agreement with Leaf & Vine Wines.**

This Agreement is for the sale of the 2019 harvest of Pinot Noir grapes from the RCD's Huichica Creek Vineyard to Leaf & Vine Wines.

#### **C. Authorize Board President to Sign Right-of-Entry Agreements Related to Field Surveys of Suscol Creek.**

RCD desires to gain access to properties around Suscol Creek for the purpose of conducting biological and geomorphic surveys in collaboration with the California Department of Fish and Wildlife. Toward this end the RCD desires to execute right-of-entry agreements related to properties owned by Suscol Vista LLC, Silverado Suscol LLC, and Sugarloaf East Vineyard LLC.

#### **D. Authorize Executive Director to Sign Agreement with the School Garden Doctor for the Salmon to Sanctuary Project.**

The School Garden Doctor was identified as a subrecipient of NOAA funds from RCD award number NA19NOS4290111 for the purpose of managing all aspects of student and teacher evaluation related to the "LandSmart Youth Stewards – Salmon to Sanctuary" project. RCD desires to enter into an agreement with the School Garden Doctor for an amount not to exceed \$6,000.00 for this purpose.

### 5. UNFINISHED BUSINESS

There is no unfinished business.

### 6. NEW BUSINESS

#### **A. Discussion About RCD/NRCS Office Remodel. *Lucas Patzek & Brendan Kelly***

The RCD has secured the services of architect Brendan Kelly to develop plans for a remodeled RCD/NRCS office which accommodates more staff, updates the workspace, and meets the needs of both agencies. Brendan will lead a discussion on the draft plans.

#### **B. Review and Discuss District Financial Reports. *Anna Mattinson***

Accounts Receivable and Cash Flow Reports will be presented.

#### **C. Discussion About and Possible Action on the Long-Range Planning Process for the RCD. *Rainer Hoenicke & Lucas Patzek***

Division 9 requires RCDs to develop long-range plans. A planning process will be undertaken this fiscal year to develop an updated long-range plan for FY2020 and beyond. We will discuss the current status and next steps of the planning process, consider establishing an Ad-Hoc Strategic Planning Committee, and consider contracting with Amy Stork Consulting LLC for strategic planning facilitation services.

**D. Creating “Education Program Assistant” Classification and Updating Salary and Step Schedule.** *Lucas Patzek*

The RCD wishes to create a new Education Program Assistant extra help/temporary employee classification to support its environmental education as well as volunteer and outreach programs. This at-will position will be funded through May 31, 2020 by grants and contracts.

**E. Discuss Upcoming Events and Possible Director Participation.** *Lucas Patzek*

- a. CARCD Bay Delta Region Meeting, Oct. 1, 2019 in Dixon, CA.
- b. State of the Estuary Conference, Oct. 21-22, 2019 in Oakland, CA.
- c. Sustainable Ag Expo & International Sustainable Winegrowing Summit, Nov. 11-12, 2019 in San Luis Obispo, CA.
- d. 74th Annual CARCD Conference, Nov. 12-15, 2019 in Redding, CA.

**F. Identify possible agenda/discussion items for future meeting(s).** *Lucas Patzek*

- a. Napa Communities Firewise Foundation – Countywide CWPP and new strategic direction.
- b. Sustainable Solano efforts related to urban agriculture, permaculture, farm-to-market connectivity, etc.
- c. City of Napa’s efforts related to updating its General Plan including adding a new social equity element.
- d. RCD’s work to reduce road-related sediment delivery via the LandSmart program.
- e. Update on Napa County’s Climate Action Plan efforts.

## 7. 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.

## 8. ADJOURNMENT