



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

MINUTES

When: Thursday, January 20, 2022 at 8:00 A.M.

Where: Tele/videoconference

Jon Kanagy President	Gretchen Stranzl McCann Vice President	Bruce Barge Director	Ashley Anderson Bennett Director	Rainer Hoenicke Director	Jim Lincoln Director	Bill Pramuk Director
	Lucas Patzek Executive Director	Anna Mattinson District Secretary	Shana Bagley District Counsel	Tracy Schulze Auditor-Controller		

1. CALL TO ORDER, ROLL CALL

A regular meeting of the Napa County Resource Conservation District was called to order at 8:01 A.M. on Thursday, December 8, 2021 by President Jon Kanagy. This meeting was conducted pursuant to California Government Code Section 54953 and Governor’s Executive Order N-25-20, in that directors participated only by electronic means, through either audio (i.e., teleconference) or video (videoconference), or both. All directors present indicated that they there were able to hear everything clearly over the tele/videoconference system.

A. Roll call

Directors present included Jon Kanagy, Gretchen Stranzl McCann, Bruce Barge, Rainer Hoenicke, Jim Lincoln. Associate Directors present included Matthew Reid and Pierre Washington. RCD staff present included Anna Mattinson, Lucas Patzek, Frances Knapczyk, Amanda Benton, and District Counsel Shana Bagley was present. NRCS staff present included Evelyn Denzin and Erika Valek.

B. Approval of the agenda

Approved the agenda for this meeting.

MOTION: Stranzl McCann; SECOND: Barge; AYES: Barge, Hoenicke, Kanagy, Lincoln, and Stranzl McCann; NOES: None; ABSENT: Anderson Bennett and Pramuk; ABSTENSIONS: None. Motion carried.

C. Approval of meeting minutes

Approved minutes from the December 9, 2021 regular meeting.

MOTION: Hoenicke; SECOND: Stranzl McCann; AYES: Barge, Hoenicke, Kanagy, Lincoln,

and Stranzl McCann; NOES: None; ABSENT: Anderson Bennett and Pramuk;
ABSTENSIONS: None. Motion carried.

D. Ratification of District bills

Ratified bills in the amount of \$55,753.73 (\$42,485.62 regular bills, \$7,617.88 Kaiser benefits, and \$113.23 employee reimbursement).

MOTION: Hoenicke; SECOND: Stranzl McCann; AYES: Barge, Hoenicke, Kanagy, Lincoln, and Stranzl McCann; NOES: None; ABSENT: Anderson Bennett and Pramuk;
ABSTENSIONS: None. Motion carried.

E. Approval of District bills

There were no District bills for December 2021.

2. PUBLIC COMMENTS

There were no public comments.

3. SET ITEMS OR PUBLIC HEARINGS

Presentation, Discussion and Authorization to Accept the 2020-2021 Audit Report.

Tracy Schulze presented the draft audit for Fiscal Year 2020-2021, which was completed on January 10, 2022 by the Brown Armstrong Accountancy Corporation. It was 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, 2021, 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.

Motion to accept and file the Fiscal Year 2020-2021 Audit Report.

MOTION: Hoenicke; SECOND: Lincoln; AYES: Barge, Hoenicke, Kanagy, Lincoln, and Stranzl McCann; NOES: None; ABSENT: Anderson Bennett and Pramuk; ABSTENSIONS: None.
Motion carried.

4. CONSENT CALENDAR

Approved the consent calendar.

MOTION: Barge; SECOND: Hoenicke; AYES: Barge, Hoenicke, Kanagy, Lincoln, and Stranzl McCann; NOES: None; ABSENT: Anderson Bennett and Pramuk; ABSTENSIONS: None.
Motion carried.

A. Ratify Amendment No. 1 of Agreement No. 2021-04 and Agreement No. 2021039 with Lake County Resource Conservation District (LCRCD).

5. OLD BUSINESS

A. Governance Committee update.

Bruce Barge shared the outcomes from the last Governance Committee meeting in December. The priorities at this time are to organize the input from Personal Action Plans, to advance the associate director recruitment process, and to work on outreach materials, specifically to develop a general informational brochure and the website update. Additionally, because several associate directors are stepping down and not serving another term, we should find a way to honor them immediately with certificates of recognition, and ideally with an in-person event once COVID conditions subside. The Governance Committee will be meeting again on January 26th.

B. Huichica Creek Vineyard update.

Lucas Patzek shared that the Napa RCD just publicized an RFP for vine removal services which is published on our website. The aim is to hire a vineyard management firm to remove 9.6 acres of wine grape vines that are unproductive and diseased and related infrastructure. Once we have completed the RFP for vine removal services and we know how much it will cost, it is recommended that the Board take action to “Release the commitment to available fund balance of the \$100,000 committed to HCV improvements.” Because a Board motion made this commitment to HCV, a Board motion will need to uncommit this money.

6. NEW BUSINESS

A. Review and discuss District statement of revenues and expenses.

Lucas Patzek presented the statement of revenues and expenses through the second quarter.

B. Approve Amendment No. 1 to Napa RCD budget for fiscal year 2021-22.

Based upon review of the second quarter financial report and expectations for the remaining two quarters, staff prepared Amendment No. 1 for the fiscal year 2021-22 budget. The budget amendment includes several line adjustments in revenues and expenses. The budget amendment reflects revenues increasing by \$265,000 from \$3,098,582 to \$3,363,582, and expenses increasing by \$266,100 from \$2,682,379 to \$2,948,479. This budget amendment reflects an addition of \$415,103 to the fund balance.

Motion to approve Amendment No. 1 to Napa RCD budget for fiscal year 2021-22.

MOTION: Hoenicke; SECOND: Stranzl McCann; AYES: Barge, Hoenicke, Kanagy, Lincoln, and Stranzl McCann; NOES: None; ABSENT: Anderson Bennett and Pramuk; ABSTENSIONS: None. Motion carried.

C. Nomination and election for Officers of the Board.

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. The duties and responsibilities of Board Officers can be found in Policy # 4050.

Motion to elect Bruce Barge as President and Rainer Hoenicke as Vice President for the year 2022.

MOTION: Stranzl McCann; SECOND: Lincoln; AYES: Barge, Hoenicke, Lincoln, and Stranzl McCann; NOES: None; ABSENT: Anderson Bennett, Kanagy, Pramuk; ABSTENSIONS: None. Motion carried.

D. Approval of Associate Director slate.

Motion to appoint the following slate of Associate Directors: Bryan Avila, John Henshaw, Joseph Nordlinger, Matthew Reid, and Pierre Washington.

MOTION: Hoenicke; SECOND: Lincoln; AYES: Barge, Hoenicke, Kanagy, Lincoln, and Stranzl McCann; NOES: None; ABSENT: Anderson Bennett and Pramuk; ABSTENSIONS: None. Motion carried.

The Governance Committee will work on developing a recruitment strategy for Associate Directors and will share its plan with the Board of Directors. There was a reminder to consider the candidates who applied to our director vacancy who expressed interest in serving as Associate Directors.

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.

Motion to appoint the following individuals to the Huichica Creek Sustainable Vineyard & Orchard Advisory Committee: Jim Lincoln, Bryan Avila, Bill Pramuk, and Gretchen Stranzl McCann.

MOTION: Hoenicke; SECOND: Barge; AYES: Barge, Hoenicke, Kanagy, Lincoln, and Stranzl McCann; NOES: None; ABSENT: Anderson Bennett and Pramuk; ABSTENSIONS: None. Motion carried.

F. Discussion about the North Bay Forest Improvement Program (NBFIP) and recommended action related to CEQA for NBFIP projects.

Amanda Benton presented on [NBFIP](#), which supports planning and implementation of projects on private forested lands to reduce risks of wildfire and promote forest health in Sonoma, Mendocino, Lake, and Napa counties. The program provides financial incentives to landowners to conduct this critical work. NBFIP brings critical resources to treat wildfire hazards on private properties throughout the region, with a focus on serving disadvantaged communities. It is administered by Rebuild NorthBay Foundation (RNBF) in partnership with the five Resource Conservation Districts (RCDs) of Sonoma, Mendocino, Lake, and Napa counties and Clear Lake Environmental Research Center.

Motion to authorize the Executive Director to execute all CEQA Notices of Exemption related to NBFIP projects.

MOTION: Stranzl McCann; SECOND: Hoenicke; AYES: Hoenicke, Kanagy, Lincoln, and Stranzl McCann; NOES: None; ABSENT: Barge, Anderson Bennett and Pramuk; ABSTENSIONS: None. Motion carried.

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

Lucas Patzek (Napa RCD Executive Director) gave the following updates on Napa RCD projects and activities:

- Communications updates:
 - Annual report is almost complete, now working with our graphic designer to put the final touches on it. Will share with the board of directors soon.
 - Just entered into contract with a local web design firm to overhaul our website. Will be a 4-month process to update our website.
 - Just started working with Bark Media on communications strategy with RCDs in Marin and Sonoma Counties.
- Fund development updates:
 - Ashley and Frances worked together with staff, BOD on creating incentives and doing weekly emails and social media promotion featuring program spotlights for the Give!Guide, netting \$10,214 from 91 donors, just over our 2021 goal of \$10k.
 - Frances began coordinating Napa RCD's request for funds as part of CARCD block grant application to Wildlife Conservation Board for habitat enhancement projects
 - Lucas worked with Rebuild NorthBay Foundation on a request to CAL FIRE for additional funding for the North Bay Forest Improvement Program.
 - Miguel and Lucas explored the new CDFA WETA grant program and began to develop an application
 - NOAA BWET 2022 RFP in preparation to apply for funding for Watershed Explorers with ACCPF.

Evelyn Denzin (NRCS District Conservationist) gave the following updates on CARCD projects and activities:

- It is acorn planting season and Chip Bouril, NRCS Soil Conservationist, has been meeting with landowners interested in planting acorns and helping them select appropriate sites. His knowledge has been valuable as he networks with landowners and RCD staff for the RCD's re-oaking program.
- NRCS staff continue to meet with RCD staff monthly to discuss our current efforts on fire recovery and writing Forest Management Plans for USDA program applicants. We

are communicating closely to be sure we are consistent with how we evaluate the properties and develop these plans.

- Our NRCS Program application deadlines have been updated. Currently we have an application deadline Tuesday, January 18 for our EQIP Cover Crop Initiative, and April 1 for our general EQIP and CSP applications. We are ranking our first round of EQIP applications in January and February.
- Erika Valek, NRCS Soil Conservationist, is organizing a workshop on prescribed grazing for fuel reduction, planned for early March in Calistoga. She is working with RCD staff, NRCS staff, landowners and grazing contractors to arrange speakers and finalize logistics. The workshop will include both a classroom portion and a field demonstration

Rainer Hoenicke (RCD Director) gave the following updates on CARCD projects and activities:

- CARCD Conference is ongoing.

8. ADJOURNMENT

Bruce Barge left the meeting at 9:37 A.M. Jon Kanagy adjourned this meeting at 9:49 A.M.

Respectfully submitted,



Anna Mattinson, District Secretary

(Zoom Recording)