



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

# AGENDA

**When:** Thursday, January 12, 2023 at 8:00 A.M.

**Where:** Tele/videoconference

Bruce Barge <b>President</b>	Rainer Hoenicke <b>Vice President</b>	Paul Asmuth <b>Director</b>	Jim Lincoln <b>Director</b>	Bill Pramuk <b>Director</b>	Gretchen Stranzl McCann <b>Director</b>	Vacant <b>Director</b>
Lucas Patzek <b>Executive Director</b>	Anna Mattinson <b>District Secretary</b>	Wendy Dau <b>District Counsel</b>	Tracy Schulze <b>Auditor-Controller</b>			

### 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 12, 2023 at 8:00 A.M. In accordance with California Assembly Bill 361, the Governor’s proclamation of a state of emergency due to COVID-19, and local officials’ recommendation for continued remote attendance at public meetings, this meeting will be streamed live via Zoom links. You can participate in the meeting as follows:

Via Zoom videoconference at:

<https://us02web.zoom.us/j/86472423799?pwd=RzJwM1MzYVpkRlJHR0g4Tm1qUEJSZz09>

Meeting ID: 864 7242 3799, Password: 867

Via teleconference at:

(669) 900-9128, Meeting ID: 864 7242 3799

We will accept written public comments received by 4 P.M. on Wednesday, January 11, 2023 sent by email to [Lucas@NapaRCD.org](mailto: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](mailto: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 Executive Director 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 8, 2022 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 2022 and January 2023.

## 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. – Presentation, Discussion and Authorization to Accept the 2021-2022 Audit Report.** *Tracy Schulze*

The draft audit for Fiscal Year 2021-2022 was completed on January 6, 2023 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, 2022, 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. Authorize Board President to execute Landowner Design Agreement with Gino Trinchero.**

Napa RCD seeks right of entry assurances from Gino Trinchero to carry out the design phase of a project to remediate a fish passage barrier in Sulphur Creek. The Landowner Design Agreement will be effective through December 31, 2023.

**B. Authorize Board President to execute Right of Entry Agreement with Fred Seavey of Seavey Vineyard.**

Napa RCD desires to gain access to the real properties owned by Fred Seavey for the purpose of conducting forest inventories and field surveys needed to develop a Forest Management Plan.

**C. Ratify agreement for interior design services with Interior Spaces.**

Napa RCD desires interior design plans for space planning, furnishings, lighting, finishes, and décor as needed for the following office areas: Suite 100B and Suite 700B located at 1303 Jefferson St., Napa, CA 94559. Consulting fees under this agreement anticipated to be \$22,500. The agreement was executed by the Executive Director on December 27, 2022.

**5 OLD BUSINESS**

**A. Governance Committee updates.** *Bruce Barge & Lucas Patzek*

**6 NEW BUSINESS**

**A. Presentation and discussion about the California Association of Resource Conservation Districts.** *Rainer Hoenicke, Nancy Wahl-Scheurich, and Cam Tredennick*

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

The slate of Associate Directors for consideration for reappointment includes Matthew Reid and Pierre Washington. The appointment as Associate Director is for a period of two years. 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.

**C. Discussion about 2022 donor development outcomes, including the Give!Guide campaign.** *Frances Knapczyk*

**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**