



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

AGENDA

When: Thursday, June 8, 2023 at 8:00 A.M.

Where: NVTA Board Room at 625 Burnell St, Napa, CA, or
Tele/videoconference

Bruce Barge President	Rainer Hoenicke Vice President	Paul Asmuth Director	Jim Lincoln Director	Bill Pramuk Director	Gretchen Stranzl McCann Director	Karen Turjanis Director
	Lucas Patzek Executive Director	Anna Mattinson District Secretary	Corey Utsurogi 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, June 8, 2023 at 8:00 A.M. You can participate in the meeting as follows:

In person at:

NVTA Board Room at 625 Burnell St, Napa, CA 94559

Via videoconference at:

<https://us02web.zoom.us/j/82059392613?pwd=RnFMaFdML2hlUE1vNU8vcjg4SXlldz09>

Meeting ID: 820 5939 2613, Password: 422

Via teleconference at:

(669) 900-9128, Meeting ID: 820 5939 2613

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, Frances@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://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 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 May 11, 2023 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 May 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.

- A. Presentation and adoption of the fiscal year 2023-2024 budget and salary schedule.**
Lucas Patzek

In accordance with Policy #3105: Budgetary Control, a draft budget was reviewed by the District's Standing Finance Committee and Board of Directors at two noticed public meetings in May, and the County's Auditor-Controller. The draft budget is recommended for adoption by the District Board. After adoption it will be submitted to the Napa County Auditor Controller's Office before the end of the current fiscal year. Budgeted revenues are \$5,007,121 (\$464,999 from taxes and interest, \$3,686,322 from intergovernmental agreements, and \$855,800 from other revenues (non-intergovernmental agreements, sales, donations, and other miscellaneous sources). Budgeted expenses are \$4,726,085 (\$1,962,398 in salaries and employee benefits, \$982,943 in services, and \$1,780,743 in supplies and other). The Finance Committee and Executive Director recommend that a 4.2% cost of living adjustment be applied to the existing salary schedule, except for the intern position classification. These recommended changes have been incorporated into the draft budget.

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. Ratify Recycled Water Use Agreement with Sonoma Valley County Sanitation District.

Napa RCD entered into a 5-year Recycled Water Use Agreement with Sonoma Valley County Sanitation District on April 5, 2018. Sonoma Valley County Sanitation District is willing to provide recycled water to Napa RCD for another 5-year period under the terms of the new Recycled Water Use Agreement. Executive Director Patzek signed this Agreement on May 15, 2023.

B. Ratify Emergency Forest Restoration Program (EFRP) Contract with the California Association of Resource Conservation Districts (CARCD).

CARCD entered into a cooperative agreement with the U.S. Forest Service to support to support the delivery of the Farm Services Agency (FSA) Emergency Forest Restoration Program (EFRP). Napa RCD has been providing technical assistance to landowners in Napa County with forested property impacted by the LNU and Glass fires applying to the EFRP. The Contract between CARCD and Napa RCD is for up to \$174,384 and expires on August 31, 2025. The Contract was signed by Executive Director Patzek on May 17, 2023.

C. Authorize Executive Director to finalize and execute Napa RCD's Agreement No. 2023011.

Napa RCD wishes to enter into a professional services agreement with the Land Trust of Napa County (LNTC) to partner in implementing a habitat enhancement project on the LNTC's Wantrup Preserve. Agreement No. 2023011 expires on June 30, 2025 and has a maximum funding amount of \$135,000. The funding for this work is provided by the Napa Valley Vintners Healthy Community Fund (NVVHCF) grant to Napa RCD. Final details of this Agreement are being negotiated with the LNTC.

D. Authorize Executive Director and Board President to execute Amendment No. 1 to Agreement No. C2021-089 with the City of Napa.

City of Napa entered into Agreement No. C2021-089 with Napa RCD for consultation, design, bidding and inspection services related to city parks on May 13, 2021 for an amount not to exceed \$75,000. This Amendment adds additional services related primarily to the City's urban forestry related Cal Fire grant, and changes the effective date.

5. BUSINESS

A. Discussion and possible action to establish an ad hoc Policy Committee. Lucas Patzek

Staff recommends establishing a temporary committee to make recommendations to the RCD Board of Directors on revisions to existing and the development of new agency policies, as well as a new employee handbook. Priority will be given to policies that are likely out of compliance with state or federal law, or that deviate substantially from the norms and best practices of similar public agencies.

B. Possible action to appoint a new Associate Director. *Lucas Patzek*

An Associate Director application was received from Balkis Johnson following a engagements around forestry and Million Trees Napa programming. Staff recommends Balkis Johnson to be appointed as Associate Director.

C. Discussion and possible action to authorize submittal of CEQA Notice of Exemption (NOE). *Frances Knapczyk*

The “Climate Resilience through Habitat Restoration - Pollinator Habitat Enhancement in Napa County” project is funded through the California Wildlife Conservation Board and administered by Napa RCD. Funds will go towards the implementation of conservation practices that both improve carbon sequestration and wildlife habitat on farms and public lands throughout the county. Staff analysis has determined that this project is categorically exempt from CEQA, under Class 1 & Class 4 exemptions. Staff recommends that the Board of Directors authorize the submittal of a Notice of Exemption for this project.

D. Discussion and possible action to authorize submittal of CEQA Statutory Exemption for Restoration Projects (SERP). *Frances Knapczyk*

Napa RCD has received input from the California Department of Fish and Wildlife (CDFW) that the “Sulphur Creek Fish Passage Restoration Project” is a good candidate for consideration for CEQA statutory exemption under SERP, as it is a fish and wildlife restoration project that likely meets SERP requirements. CDFW’s Cutting the Green Tape (CGT) Program is responsible for coordinating with lead agencies seeking SERP concurrence. Staff recommends that the Board of Directors authorize submission of a SERP concurrence request for this project with Napa RCD serving as a lead agency.

E. Commemorating Anna Mattinson. *Lucas Patzek*

6. 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.

7. ADJOURNMENT