



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

AGENDA

When: Thursday, May 9, 2024 at 8:00 A.M.

Where: JoAnn Busenbark Board Room, Napa Valley Transit Authority (NVTA),
625 Burnell St, Napa, CA

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	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 in-person at the location noted above. 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/>

The public should attend Board meetings in-person to ensure the ability to observe and participate. Remote teleconference access is provided for the public’s convenience and in the event that a Director requests remote participation due to just cause or emergency circumstances pursuant to Government Code section 54953(f). Please be advised that if a Director is not participating in the meeting remotely, remote participation for members of the public is provided for convenience only and in the event that the Zoom teleconference connection malfunctions for any reason, the Board of Directors reserves the right to conduct the meeting without remote access and take action on any agenda item. The public may participate telephonically or electronically via the methods below:

Via videoconference at:

<https://us02web.zoom.us/j/82059392613?pwd=RnFMaFdML2hIUe1vNU8vcjg4SXlldz09>

Meeting ID: 820 5939 2613, Password: 422

Via teleconference at:

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

Members of the public may comment on any subject over which the District has jurisdiction that is not on the meeting agenda during the general Public Comment item of the agenda. Comments related to a specific item on the agenda must be reserved until the time the agenda item is considered and the Chair invites public

comment. While members of the public are welcome to address the Board of Directors, under the Brown Act, Directors may not deliberate or take action on items not on the agenda, and generally may only listen.

Members of the public may submit a public comment in writing by emailing Frances@NapaRCD.org by 4:00 P.M. on the day prior to the meeting with "Public Comment" as the subject line (for comments related to an agenda item, please include the item number). All written comments should be 350 words or less, which corresponds to approximately 3 minutes or less of speaking time. Public comments emailed after the deadline described above will be entered into the record but not read out loud. If authors of the written correspondence would like to speak, they are free to do so and should raise their hand and the Chair will call upon them at the appropriate time.

Requests for disability related modifications or accommodations, aids, or services must be made to Frances Knapczyk, Interim District Secretary, at 707-690-3110 or Frances@NapaRCD.org during regular business hours at least 48 hours prior to the time of the meeting.

1. CALL TO ORDER, ROLL CALL

- A. Call to order and 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 April 11, 2024 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 April 2024.

2. PUBLIC COMMENT

Members of the public may comment on any subject over which the District has jurisdiction that is not on the meeting agenda at this time. Comments related to a specific item on the agenda must be reserved until the time the agenda item is considered and the Chair invites public comment. While members of the public are welcome to address the Board of Directors, under the Brown Act, Directors may not deliberate or take action on items not on the agenda, and generally may only listen.

3. EDUCATION PRESENTATION

Tracy Cleveland, Agricultural Commissioner, and Andre Napolitano, Deputy Agricultural Commissioner will provide an overview of the department's role and responsibility, discuss the noxious weed grant, and highlight some pests/weeds of mutual concern.

4. SET ITEMS OR PUBLIC HEARINGS

8:30 A.M.

A. Presentation of draft fiscal year 2024-2025 budget. *Lucas Patzek*

Presentation of a draft budget for the 2024-2025 fiscal year. The public hearing (comment period) will remain open until June 13, 2024. On this date the Board of Directors will review any suggested changes and consider adoption of a final budget. Budgeted revenues are \$10,636,120 (\$9,456,079 from intergovernmental agreements, \$688,000 non-intergovernmental agreements, donations, and other sources, and \$492,041 taxes and interest. Budgeted expenses are \$10,277,179 (\$2,177,839 in salaries and employee benefits, \$4,825,800 in services, \$3,273,540 in supplies and other).

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 Director may request discussion of an item on the consent calendar.

A. Authorize Executive Director to execute agreements with Humboldt County Resource Conservation District for a State Coastal Conservancy block grant.

Humboldt RCD was awarded a grant from the State Coastal Conservancy in the amount of \$6M to support the North Coast Wildfire Resilience Planning and Implementation Grant Program. Napa RCD partnered with the North Coast Resource Conservation District Collaborative to develop the grant proposal, and will receive an allocation of the total grant amount to advance projects in Napa County.

B. Authorize Executive Director to execute agreements and submit CEQA documents related to the Cal Fire Wildfire Resilience 2022 and 2024 block grants.

The North Coast Resource Conservation and Development Council (NCRC&DC, dba Conservation Works) has been awarded two Wildfire Resilience block grants (2022 and 2024) from the California Department of Forestry and Fire Protection (Cal Fire) to support the North Bay Forest Improvement Program. The 2022 Block Grant was previously awarded to Rebuild North Bay Foundation, and has been transferred to NCRC&DC as lead agency for the remainder of the funding period. Napa RCD wishes to execute subcontracts with NCRC&DC to continue to support implementation of the North Bay Forest

Improvement Program (NBFIP) in Napa County. Napa RCD wishes to execute landowner agreements and submit CEQA documents to advance NBFIP projects awarded in Napa County. It is anticipated that only CEQA Notice of Exemptions (NOEs) will be submitted.

C. Authorize Executive Director to execute Memorandum of Agreement (MOA) with the North Coast Resource Conservation and Development Council related to the Regional Conservation Partnership Program.

The North Coast Resource Conservation and Development Council (NCRC&DC, dba Conservation Works) has been awarded the USDA Natural Resources Conservation Services Regional Conservation Partnership Program (RCPP) grant. This grant was previously awarded to Rebuild North Bay Foundation, and has been transferred to NCRC&DC as lead agency for the remainder of the funding period. Napa RCD wishes to execute subcontracts with NCRC&DC to continue to support implementation of the RCPP in Napa County.

5. BUSINESS

A. Discussion and potential action related to the new Employee Handbook. *Lucas Patzek*

1. Authorize the District's new Employee Handbook to be adopted as of July 1, 2024 and it superseding any existing policies covered in the Employee Handbook.
2. Authorize the Executive Director to make non-substantive changes to the Employee Handbook prior to the July 1, 2024 adoption date.

B. Committee reports. *Bruce Barge*

1. Strategic Planning Executive Committee report.
2. Funding & Visibility Committee report.

C. Updates on the community engagement process for the Regional Climate Action & Adaptation Plan. *Frances Knapczyk*

D. Introducing Diana Zamora Fuentes, the District's new Accounting and Administration Specialist. *Lucas Patzek & Diana Zamora Fuentes*

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