



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

# MINUTES

**When:** Thursday, May 11, 2023 at 8:00 A.M.

**Where:** NVTA Board Room at 625 Burnell St, Napa, CA, or  
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>	Karen Turjanis <b>Director</b>
	Lucas Patzek <b>Executive Director</b>	Anna Mattinson <b>District Secretary</b>	Corey Utsurogi <b>District Counsel</b>	Tracy Schulze <b>Auditor-Controller</b>		

## 1. CALL TO ORDER, ROLL CALL

A regular meeting of the Napa County Resource Conservation District was called to order at 8:02 A.M. on Thursday, May 11, 2023 by Vice President Rainer Hoenicke. President Barge joined the meeting at 8:15 A.M.

**A. Roll call**

Directors present included Paul Asmuth, Rainer Hoenicke, Jim Lincoln, Bill Pramuk, Gretchen Stranzl McCann, Karen Turjanis, Bruce Barge (8:16 AM). Associate Directors present included Chris Carpenter, Colby Smith, Cio Perez. RCD staff present included Lucas Patzek and Frances Knapczyk, District Counsel Corey Utsurogi was present, and Evelyn Denzin from NRCS was present.

**B. Approval of the agenda**

Approved the agenda for this meeting.

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

**C. Approval of meeting minutes**

Approved minutes from the April 13, 2023 regular meeting.

MOTION: Pramuk; SECOND: Stranzl McCann; AYES: Asmuth, Hoenicke, Lincoln, Pramuk,

Stranzl McCann, and Turjanis; NOES: None; ABSENT: Barge; ABSTENSIONS: None.  
Motion carried.

Approved minutes from the May 3, 2023 special meeting.

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

**D. Ratification of District bills**

Ratified District bills for April 2023 approved by the Executive Director in the amount of \$81,472.56.

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

**E. Approval of District bills**

Approved District bills for April 2023 in the amount of \$34,492.37.

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

## 2. PUBLIC COMMENTS

- Jim Wilson, Napa Climate Now
  - Climate Action Committee has made limited progress in past year as per recent summary report presented during CAC meeting.
  - Suggests that we as community develop key performance indicators
  - Would like to see how RCD can help us show successes, possibly via report card, as our community tries to reach 2030 targets
  - JW offers assistance to help RCD develop tracking system.

## 3. SET ITEMS OR PUBLIC HEARINGS

**A. Presentation of draft fiscal year 2022-2023 budget.**

Executive Director Patzek presented the draft budget, which was reviewed by the Finance Committee on May 5, 2023. The public hearing (comment period) will remain open until June 8, 2023. On this date the Board of Directors will go over any suggested changes and will consider adoption of a final budget. Budgeted revenues are \$4,959,821 (\$464,999 from taxes and interest, \$3,639,022 from intergovernmental agreements, and \$855,800 from other revenues (non-intergovernmental agreements, sales, donations, and other miscellaneous sources). Budgeted expenses are \$4,673,627 (\$1,972,940 in salaries and employee benefits, \$967,943 in services, and \$1,732,743 in supplies and other).

Board Comments and Discussion:

- There is an error in the amount of revenue presented from Napa County Flood Control District, which will get corrected.
- Hoenicke would like to ensure that block grant partners are made aware of Napa RCD's climate emergency resolution, and the principle of "first do no harm". Specifically, Hoenicke would like Napa RCD to explore option of requiring truck purchased by partners under Department of Conservation to be electric. However, in that case, Napa RCD is passing through funds of the Department of Conservation and was not able to dictate type of truck purchased.
- Napa RCD staffing may need to increase if outstanding grants applied for are funded.

#### 4. CONSENT CALENDAR

Approved the consent calendar.

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

- A. Authorize Board President to execute Memorandum of Agreement (MOA) between Napa RCD and Napa County.**
- B. Ratify Addendum to the Fuel Card Services Agreement between WEX Bank and the State of California.**
- C. Ratify Napa RCD's Agreement No. 2023010.**
- D. Ratify Amendment No. 1 of Napa RCD's Agreement No. 2022-04.**

#### 5. BUSINESS

##### **A. Discussion about the upcoming strategic planning process.**

President Barge reviewed the proposed strategic planning process and timeline and guided a discussion with the Board.

1. What strategic questions do you want the plan to answer?
  - a. What is our organization's desired growth rate? How do we ensure growth is sustainable?
  - b. How significant of a leadership role do we want to play in Napa County? What is our role?
  - c. Are there additional opportunities to build community coalitions and local partnerships in our work?
  - d. How can Napa RCD solidify its position as a hub for environmental education in Napa County to provide consistent education for all students?

- e. How can we build partnerships with City of Napa?
  - f. How can we build partnerships with Land Trust and Open Space to connect people to environment?
  - g. How do we enhance our programming to have benefits for broader membership of our committee?
  - h. How can we enhance our focus on youth and create Youth Board Position?
  - i. How do we ensure positions at variety of professional levels
  - j. How do we identify information gaps in key decision making around climate adaptation and work to fill gaps?
  - k. How do we help develop County-wide plan for forest health, clearing dead trees, fire recover, planting as necessary?
  - l. How can we collaborate more with UCCE?
  - m. What are opportunities to examine opportunities for groundwater recharge?
2. What other outcomes are you hoping for from this process?
- a. Dashboard with metrics to track specific goals in each program area so that we can report back to community our impact
  - b. Strategic Planning process that provides strategic direction and is not too burdensome for staff given all other commitments, rely on Advisory Committees to assist process
  - c. Staff ownership of strategic plan
  - d. JEDI lens meaningfully and concretely incorporated
  - e. The number of different focus points the Napa RCD could get involved in is overwhelming at times. And as an organization and the people involved in it we probably want to affect it all but given our budget and our HR capacity we cannot pursue or manage all of these needs. A strategic plan needs to help us determine where we want to and where we can put our energy and how we can grow over time both financially and capacity wise to be able to a) either expand on the focal points we decide on or b) move into the other needs that are discussed.

**B. Discuss and select recipient(s) of Napa RCD's Scholarship for Emerging Environmental Leaders.**

The Board of Directors awards the 2022-23 Emerging Environmental Leaders Scholarship to both applicants under consideration.

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

## **6. REPORT FROM EXECUTIVE DIRECTOR, DISTRICT CONSERVATIONIST, AND DIRECTORS' COMMENTS**

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

- Working to build internship capacity in all of our program areas
- Staffing updates
- Working with accounting consultant to provide enhanced financial reports more regularly to Board

Evelyn Denzin (NRCS District conservationist) gave the following updates on current NRCS projects and activities:

- 2 funding batch will be ranked at end of week, focus is on climate smart agriculture and forestry practices through Inflation Reduction Act
- Ranking second batch of Regional Conservation PP applications
- There will be new announcement of EQIP funding for disaster assistance related to 2022-23 winter weather. FSA also has funding related to disaster assistance.
- Staff attended several trainings
- Are helping UCCE plan trainings and fieldtrips for Post-Fire Forestry Stewardship Workshops
- NRCS Napa office had option to acquire electric truck this year, but elected non-electric option because currently no charging facilities at office and no space for full-size truck available
- Groundwater recharge is being piloted as practice available for NRCS funding in several counties in California.
- Half-way through office remodel

Comments from board members included:

- Fund Development subcommittee is scheduling second meeting.
- 500 coast redwood, 80 dawn redwoods planted on Arbor Day with Napa RCD's assistance.

## **7. ADJOURNMENT**

Director Barge adjourned this meeting at 9:29 A.M.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "L. Patzek". The signature is fluid and cursive, with the first letter being a large, stylized 'L'.

Lucas Patzek, Executive Director (serving as interim District Secretary)  
(Zoom recording)