



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

AGENDA

When: Thursday, February 13, 2025 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/82906548567?pwd=aHDQdilfwsFvJqZBlm6Y6ykBXbHv3O.1>

Meeting ID: 829 0654 8567, Password: 032

Via teleconference at:

Call 669-900-9128 and enter: Meeting ID: 829 0654 8567, Password: 032

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 Tatia@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 Tatia Wieland, District Secretary, at 707-690-3110 or Tatia@NapaRCD.org during regular business hours at least 48 hours prior to the time of the meeting.

1. CALL TO ORDER

- A. **Call to order and roll call** – The meeting is to be called to order by the Chair at 8:00 A.M.
- B. **Approval of the agenda** – Executive Director will describe the changes to the agenda format. The Board will consider approval of the agenda for this meeting.

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. SET ITEMS OR PUBLIC HEARINGS

8:10 A.M. – Presentation, Discussion and Authorization to Accept the 2023-2024 Audit Report. *Tracy Schulze, Napa County Auditor-Controller*

The draft audit for Fiscal Year 2023-2024 was completed on February 7, 2025, by the Brown Armstrong Accountancy Corporation. The auditor's opinion states that the financial statements of Napa RCD fairly present, in all material respects, the financial position of the governmental activities of Napa RCD as of June 30, 2024, in accordance with generally accepted accounting principles in the U.S. There were no internal control comments or findings. Staff recommends the Board accept and file the report.

4. CONSENT AGENDA

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. Approve minutes from the December 16, 2024 regular meeting.**
- B. Approve minutes from the January 16, 2025 regular meeting.**
- C. Ratify bills approved by the Executive Director.**
- D. Approve regular District bills from January 2025.**
- E. Amend FY 24-25 salary schedule only to rename the "Finance Manager" classification to "Finance and Administration Manager."**
- F. Authorize Executive Director to execute Agreement No. 2024035 with Humboldt Resource Conservation District.**

Humboldt RCD wishes to enter into a Memorandum of Understanding (MOU) with Napa RCD and nine other sister RCDs that are a part of the North Coast Durable Collaborative. The MOU brings together the North Coast Durable Collaborative to carry out the "North Coast Wildfire Resilience Planning and Implementation Grant Program" funded by a \$6,000,000 block grant awarded by the California State Coastal Conservancy to Humboldt RCD. The MOU shall expire on Feb 1, 2029 and the budget allocation for Napa RCD shall not exceed \$250,000.

- G. Authorize Executive Director to execute an agreement with the City of St. Helena for the Upper York Creek Habitat Restoration Project.**

For the past four years, Napa RCD has led post-project monitoring for the City of St. Helena's Upper York Creek Habitat Restoration Project. To fulfill the project's 10-year monitoring requirement, Napa RCD seeks to establish a new agreement with the City to ensure continued compliance and environmental assessment. While the scope and budget are still under negotiation, timely approval is critical due to the seasonal nature of activities. Napa RCD estimates a cost of \$123,400 for the next two monitoring years.

- H. Authorize Executive Director to execute right-of-entry agreements with landowners along Lower Suscol Creek for field surveys and technical studies.**

Napa RCD is seeking to establish right-of-entry agreements with landowners along Lower Suscol Creek to facilitate essential field surveys and technical studies that will guide future restoration efforts. One key landowner, the Napa Sanitation District, has expressed interest in participating and intends to use its own agreement template. Additionally, Napa RCD is actively reaching out to private landowners in the area, planning to use a counsel-reviewed agreement template.

5. REGULAR AGENDA

- A. **Presentation about the key accomplishments, current priorities, and upcoming efforts of [Napa Schools for Climate Action](#).** *Liliana Karesh & Maddie Chiu*
- B. **Board will consider forming an Ad Hoc Committee to interview applicants for its four Director vacancies and make a recommendation to the Napa County Board of Supervisors concerning Director appointments in lieu of election.** *Bruce Barge*
- C. **Board will consider entering into a Memorandum of Understanding for the Napa Wildfire Resilience Coordinating Group.** *Ali Blodorn*
- D. **Funding & Visibility Committee report.** *Frances Knapczyk*
- E. **Executive Director's report.**
- F. **USDA NRCS report.**
- G. **Directors' reports.**

6. ADJOURNMENT