



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

MINUTES

When: Monday, July 14, 2025 at 8:00 A.M.

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

Bruce Barge President	Paul Asmuth Director	Allison Day Director	Jim Lincoln Director	Gretchen Stranzl McCann Director	Jennifer Putnam Director	Karen Turjanis Director
	Lucas Patzek Executive Director	Corey Utsurogi District Counsel	Tracy Schulze Auditor-Controller			

1. CALL TO ORDER, ROLL CALL

A regular meeting of the Napa County Resource Conservation District was called to order at 8:01 A.M. on Thursday, July 14, 2025 by President Bruce Barge.

A. Call to order and roll call.

Directors present included Bruce Barge, Allison Day (remote), Jim Lincoln, Gretchen Stranzl McCann, and Karen Turjanis. Associate Director Patrick Gorman was present. Associate Directors Andrina Carlsen, Chris Carpenter, and Bryan Parker were present online. District Counsel Corey Utsurogi was present online. Napa RCD staff present included Lucas Patzek, Frances Knapczyk, Ashley Kvittek, Eric McKee, and Tatia Wieland. Evelyn Denzin from NRCS was present.

B. Approval of the agenda.

Approved the agenda for this meeting.

MOTION: Stranzl McCann; SECOND: Turjanis; AYES: Barge, Day, Lincoln, Stranzl McCann, Turjanis. NOES: None; ABSENT: Asmuth, Putnam; ABSTENSIONS: None. Motion carried.

2. PUBLIC COMMENT

No comments from the public.

3. CONSENT AGENDA

Approved the consent agenda.

MOTION: Stranzl McCann; SECOND: Lincoln; AYES: Barge, Day, Lincoln, Stranzl McCann, Turjanis. NOES: None; ABSENT: Asmuth, Putnam; ABSTENSIONS: None. Motion carried.

- A. Approve minutes from the June 12, 2025 regular meeting.**
- B. Ratify bills approved by the Executive Director.**
- C. Approve regular District bills from June 2025.**
- D. Authorize execution of Agreement No. 2025023 with Conservation Corps North Bay.**
- E. Authorize execution of Master Services Agreement with OperationsInc**
- F. Authorize execution of Agreement with Many Hats, LLC**

4. REGULAR AGENDA

A. Discussion and Selection of Scholarship Recipients.

Approved the scholarship recipients.

MOTION: Turjanis; SECOND: Stranzl McCann; AYES: Barge, Day, Lincoln, Stranzl McCann, Turjanis. NOES: None; ABSENT: Asmuth, Putnam; ABSTENSIONS: None. Motion carried.

B. Presentation on Volunteer Program Outcomes and Draft Volunteer Handbook

Ashley Kvittek presented on the outcomes from the past year of Napa RCD's Volunteer Program and provided an overview of the purpose and development of the Volunteer Handbook, including anticipated next steps.

C. Board Handbook Update and Discussion.

Director Bruce Barge presented an update on Napa RCD's draft Board Handbook and discussed an outline of the next steps.

D. Funding & Visibility Committee report.

Frances Knapczyk presented an update on the Funding & Visibility Committee's marketing enhancements, funding strategies and donor engagement.

E. Huichica Creek Preserve Advisory Committee report. *Lucas Patzek*

Lucas Patzek reported that the Huichica Creek Preserve Advisory Committee has met twice and will go to the field during their next meeting.

F. USDA NRCS report.

Evelyn Denzin reported that the USDA NRCS is planning a local workgroup in the August to September timeframe.

G. Executive Director's report.

Lucas Patzek presented an update on the hiring of a new Forest Health and Restoration Program Manager. The opportunity to join the Huichica Creek Preserve Advisory Committee was discussed.

H. Directors' reports.

6. ADJOURNMENT

The meeting was adjourned at 9:26 A.M.

The next regularly scheduled meeting for the Board of Directors of the Napa County Resource Conservation District is August 14, 2025.