



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

# AGENDA

**When:** Thursday, September 11, 2025 at 8:00 A.M.

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

Bruce Barge <b>President</b>	Paul Asmuth <b>Director</b>	Allison Day <b>Director</b>	Jim Lincoln <b>Director</b>	Jennifer Putnam <b>Director</b>	Gretchen Stranzl McCann <b>Director</b>	Karen Turjanis <b>Director</b>
	Lucas Patzek <b>Executive Director</b>		Sabrina Wolfson <b>District Counsel</b>		Tracy Schulze <b>Auditor-Controller</b>	

### 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/86774601951?pwd=FletJfb3ATY0qeJ1Fly5rw539hVUaX.1&from=addon>  
Meeting ID: 867 7460 1951, Password: 759723

Via teleconference at:

Call 669-900-9128 and enter: Meeting ID: 867 7460 1951, Password: 759723

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](mailto: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](mailto: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** – 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. 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. Approval of minutes from the August 14, 2025 regular meeting.**
- B. Ratification of bills approved by the Executive Director.**
- C. Approval of regular District bills from August 2025.**
- D. Authorization for Napa Valley CanDo to Serve as Fiscal Conduit for 2025 CanDo Give!Guide Donations.**

Authorize Napa Valley CanDo to serve as fiscal conduit for donations made to Napa RCD through the 2025 CanDo Give!Guide campaign. Napa Valley CanDo will hold donated funds until January 31, 2025, at which time all funds, along with donor names and an accounting of donations received, will be forwarded to Napa RCD.

**E. Approval of Staff Travel to the International Fire Ecology and Management Congress.**

Napa RCD Policy No. 2055 requires board approval for staff travel to conferences outside the Sacramento/Santa Rosa/San Francisco Bay Area region. Danielle Ashton, Forest Health Project Manager, has supervisor approval to attend the 11th International Fire Ecology and Management Congress in New Orleans, LA, December 2-6, 2025. The conference content is directly relevant to Napa RCD's forest health programming and aligned with Danielle's professional development goals. Travel expenses will be covered by existing funding sources, including the CA Department of Conservation's Regional Forest and Fire Capacity Program (Agreement No. 3020-1005) and Napa County (Agreement No. 230100B).

#### 4. REGULAR AGENDA

**A. Update on the Napa Regional Climate Action and Adaptation Plan (RCAAP).** *Jesse Gutierrez & Frances Knapczyk*

The draft [Napa Regional Climate Action and Adaptation Plan \(RCAAP\)](#) is now available for public review. The plan reflects a countywide collaboration between Napa County, the Cities of American Canyon, Calistoga, Napa, and St. Helena, and the Town of Yountville. Jesse Gutierrez, Principal Planner with Napa County's Natural Resources Division, will provide an update on the RCAAP's development and community engagement process. Frances Knapczyk, Napa RCD's Program Director for Community & Agriculture, will highlight Napa RCD's role in the engagement process.

**B. Consider Appointment of a Board Vice President.** *Bruce Barge*

Board will consider the nomination and appointment of a Vice President to fill the current vacancy and ensure continuity of leadership.

**C. Introduction of New Staff Member.** *Ali Blodorn & Aaron Fairbrook*

Introduction Aaron Fairbrook, Napa RCD's Forest Health & Restoration Program Manager.

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

**E. Funding & Visibility Committee report.** *Frances Knapczyk*

**F. USDA NRCS report.** *Evelyn Denzin*

**G. Executive Director's report.** *Lucas Patzek*

**H. Directors' reports.**

#### 5. ADJOURNMENT