

Napa County Resource Conservation District



Regular Meeting of the Board of Directors

AGENDA

Thursday, June 11, 2026 at 8:00 A.M.

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

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 pursuant to Government Code section 54953.8.3 or the Board of Directors conducts a teleconference meeting pursuant to Government Code Sections 54953.8 and 54953.8.2 during an emergency. Please be advised that if a Director is not participating in the meeting remotely for just cause or the Board of Directors is not conducting a teleconference meeting during an emergency, 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. Under the Brown Act, Directors may not deliberate or take action on items not on the agenda, and generally may only listen to comments made during the general Public Comment. 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. Per District policy, each speaker is allotted 3-5 minutes for comment on each agenda item.

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 500 words or less and will be entered into the record but not read out loud.

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.

AGENDA

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 are approved by a single motion. With the concurrence of the Chair, a Director may request discussion of an item on the consent calendar.

A. Minutes from the May 14, 2026 Regular Meeting.

Recommendation: Approve the minutes from the May 14, 2026 Regular Meeting.

B. Bills Approved by the Executive Director.

Recommendation: Ratify bills approved by the Executive Director.

C. Regular District Bills from May 2026.

Recommendation: Approve District Bills from May 2026.

D. Approval of Resolution No. 2026-02 Authorizing Application for Funding from the CAL FIRE Forest Health Grant Program.

Napa RCD's Board of Directors is asked to approve Resolution No. 2026-02, authorizing the filing of an application for funding from the CAL FIRE Forest Health Grant Program, as provided through California Climate Investments. CAL FIRE procedures require applicants to certify approval of the application by resolution prior to submission. The resolution certifies that the District has or will have sufficient funds to operate and maintain the project and that grant funds will be expended prior to January 1, 2031. It also appoints Lucas Patzek, Executive Director, or his designee, as the District's authorized agent to execute all documents necessary for project completion. Staff recommends approval to allow timely submission of the grant application.

Recommendation: Move to approve Resolution No. 2026-02 authorizing the filing of an application for the CAL FIRE Forest Health Grant Program and appointing the Executive Director, or his designee, as the District's authorized agent to execute all documents necessary for the completion of the project.

E. Appointment of CARCD Bay-Delta Regional Delegate and Alternate Delegates.

Napa RCD's Board of Directors is asked to appoint Lucas Patzek, Executive Director, as the District's Regional Delegate to the CARCD Bay-Delta Region, and to appoint all sitting Board

Directors as Alternate Regional Delegates for a one-year term. These appointments are needed ahead of the Bay-Delta Spring Region Meeting scheduled for Friday, June 27, 10:00 a.m.–noon (virtual), at which the Region will elect a Regional Chair, Vice Chair, and Regional Representative to the CARCD Board of Directors. Staff recommends approval.

Recommendation: Move to appoint Lucas Patzek, Executive Director, as Napa RCD's Regional Delegate to the CARCD Bay-Delta Region for a one-year term, and to appoint all sitting Directors of the Napa County Resource Conservation District as Alternate Regional Delegates for the same term.

4. Set Items or Public Hearings

8:15 A.M.

A. Presentation and Possible Action to Adopt the Annual Budget for Fiscal Year 2026-27

Presenters: Lucas Patzek, Executive Director & Tatia Wieland, Finance & Administration Manager. **Duration:** 20 Minutes (10 min presentation / 10 min discussion)

The Draft Annual Budget for Fiscal Year 2026-27 was reviewed by the Board of Directors at its noticed May meeting and the Napa County Auditor-Controller's Office, and was further refined by staff prior to this meeting. The current draft budget is presented for adoption by the District Board. Following adoption, the budget will be submitted to the Napa County Auditor-Controller's Office before the close of the current fiscal year.

Budgeted revenues total \$7,511,051, comprised of \$5,905,630 in intergovernmental revenues (including state, federal, county, and other governmental agency agreements), \$1,062,995 in other revenues (charges for services, grants, and donations/contributions), and \$542,426 in taxes, dividends, and interest. Budgeted expenses total \$7,209,667, including \$2,762,178 in salaries and employee benefits, \$3,966,217 in services, and \$481,272 in supplies and other expenditures, the latter of which includes \$125,000 in contributions to public agency partners and \$100,600 in community grants to nonprofit organizations. The budget reflects a projected net surplus of \$301,384.

5. REGULAR AGENDA

A. Discussion and Possible Action to Select Scholarship Recipients

Presenter: Frances Knapczyk, Program Director. **Duration:** 15 Minutes (10 min presentation / 5 min discussion)

Description: The Napa RCD Scholarship for Emerging Environmental Leaders was established to recognize and support young people who have demonstrated a commitment to voluntary stewardship of Napa County's land, water, soil, wildlife, and community. This year, the District received 8 applications from promising candidates across the region. Following a competitive review process, five Board Members - Lauren, Gretchen, Andrina, Maria, and Allison - independently scored and ranked all submitted applications. Two applicants received the highest combined rankings and are recommended to receive scholarship awards.

Frances Knapczyk will present an overview of the scholarship program and review process, set within the broader context of Napa RCD's youth environmental education programming and its role in cultivating the next generation of conservation professionals. The presentation will highlight the Napa RCD's impact on student career pathways, from early environmental

education through to emerging leadership, and will feature examples of outstanding students whose trajectories reflect the long-term value of Napa RCD's investment in youth.

Recommendation: Select two scholarship recipients and authorize awards of \$1,000 each, for a total of \$2,000.

B. FY 2025-2026 Volunteer Engagement: Year in Review

Presenter: Ashley Kvittek, Senior Project Manager, Volunteer Engagement. **Duration:** 25 Minutes (15 min presentation / 10 min discussion)

Description: Napa RCD's volunteer season runs September through May, anchored by four signature events - Coastal Cleanup Day, Community Oak Day, MLK Day of Service, and the Climate-Friendly Garden Tour - alongside several smaller partnership events throughout the year. Ashley Kvittek will present highlights from this fiscal year's programming, covering:

- Partnership growth: new and expanded collaborations with agencies and nonprofit organizations
- Internship integration: how Napa RCD's internship program supports and strengthens volunteer operations
- Systems improvements: advances in volunteer management infrastructure and what they enable going forward
- Program strategy: how operational changes are shaping the way staff conceptualize and evaluate volunteer programming.

Recommendation: No Board action required. This item is for information and discussion.

C. Consideration of Appointment of Associate Director – Kristin Belair

Presenters Lucas Patzek, Executive Director. **Duration:** 10 Minutes (5 min presentation / 5 min discussion)

Description: This item provides the Board an opportunity to consider the appointment of Kristin Belair as an Associate Director of Napa RCD. Ms. Belair is a 45-year veteran of the Napa Valley wine industry, most recently serving as Director of Winegrowing and Sustainability at Honig Vineyard and Winery in Rutherford. As she transitions from full-time employment, she seeks to remain actively engaged in the community through conservation and habitat work. She brings deep expertise in regenerative agriculture, pollinator and native plant habitat development, and cross-sector collaboration, and has a strong track record of on-the-ground conservation projects in the agricultural landscape. She is connected to the wine and agricultural industries as well as the nonprofit and conservation communities in Napa County. Staff has reviewed her application and conducted follow-up correspondence and recommends her appointment.

Recommendation: Appoint Kristin Belair as an Associate Director of Napa RCD for a two-year term, pursuant to District Policy No. 4050.

6. REPORTS AND ANNOUNCEMENTS

A. Funding & Visibility Committee Report

Presenter: Frances Knapczyk, Program Director. **Duration:** 10 Minutes.

B. Executive Director's Report

Presenter: Lucas Patzek, Executive Director. **Duration:** 10 Minutes.

C. Directors' Reports

Presenter: Any Director. **Duration:** 5 Minutes.

7. ADJOURNMENT

Napa County Resource Conservation District



Regular Meeting of the Board of Directors

MINUTES

Thursday, May 14, 2026 at 8:00 A.M.

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

AGENDA

1. CALL TO ORDER

A regular meeting of the Napa County Resource Conservation District was called to order at 8:02 A.M. on Thursday, May 14, 2026 by President Bruce Barge.

A. Call to Order and Roll Call

Directors present included Bruce Barge, Paul Asmuth, Allison Day, Jim Lincoln, Jennifer Putnam, and Gretchen Stranzl McCann. Associate Directors Bryan Parker and Andrina Carlsen were present online. Napa RCD staff present included Lucas Patzek, Alison Blodorn, and Tatia Wieland.

B. Approval of the Agenda

Approved the agenda for this meeting.

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

2. PUBLIC COMMENT

No comments from the public.

3. CONSENT AGENDA

Approved the consent agenda.

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

A. Minutes from April 16, 2026 Special Meeting.

Approved the minutes from the April 12, 2026 Special Meeting of the Board of Directors

B. Bills Approved by the Executive Director.

Approved the bills approved by the Executive Director

C. Regular District Bills from April 2026.

Approved the regular District bills from April 2026

4. Set Items of Public Hearings

A. Presentation of Draft Annual Budget for Fiscal Year 2026-27

Lucas Patzek, Executive Director, presented the draft annual budget.

No comments from the public.

5. REGULAR AGENDA

A. Napa County Agricultural Industry Joint Wine Industry Regulatory Policy Positions: Presentation and Discussion of Partnership and Coordination Opportunities

Michelle Benvenuto, Executive Director, Winegrowers of Napa County; Peter Rumble, CEO, Napa County Farm Bureau; Caleb Mosley, Executive Director, Napa Valley Grapegrowers presented the policy position.

Discussion was turned over to the Board. Brief individual comments ensued.

B. USDA Natural Resources Conservation Service (NRCS) Regional and Statewide Leadership Update

Carlos Suarez, State Conservationist; Allen Curry, Assistant State Conservationist for Field Operations; and Evelyn Denzin, District Conservationist, presented the report.

Discussion was turned over to the Board. Brief individual comments ensued.

6. REPORTS AND ANNOUNCEMENTS

A. Funding & Visibility Committee Report

Director Bruce Barge provided the report.

B. Executive Director’s Report

Executive Director Lucas Patzek provided the report.

C. Directors’ Reports

Director Lincoln reported on the Wild Farm Alliance’s Songbirds in the Vineyard: Research Film Screening and Panel Discussion.

Director Asmuth reported on tree planting and bird boxes at the St. Helena Community Forest.

Director Stranzl McCann reported on the recent Land Trust hike at Mead Ranch Preserve.

Director Barge reported on “Preserved,” the new documentary about Ted Turner’s conservation.

7. ADJOURNMENT

The meeting was adjourned at 9:34 A.M.

Summary of Expenditures for May 2026

Ratify Regular

\$87,937.73

Total Expenditures

\$87,937.73

Bills Report June Meeting/May Bills

Vendor #	Vendor Name	Object	PL Project	Activity	Subcategory	Invoice Date	Invoice	Amount	Line Description
29405	Kaiser Permanente	21205	RCD	Admin	RCD	5/10/2026	134133644891	\$15,161.30	Kaiser Insurance June 2026
34020	Hanford ARC	52490	RCD2024017	3 SULPHUR	Implement	5/8/2026	4132502.1	\$5,071.87	SulphurCrk FishPass April 2026
40176	Endsight	52130	RCD	ADMIN	RCD	4/30/2026	10056801	\$195.00	IT End User Support - Apr 2026
40363	WRA, Inc.	52490	RCD2024017	3 SULPHUR	Implement	5/8/2026	30144-60288	\$4,118.75	SulphurCrk FishPass April 2026
101469	Gallagher Benefit Services	52100	RCD	ADMIN	RCD	5/13/2026	INV2537616	\$2,920.00	HR Support Services May 2026
101469	Gallagher Benefit Services	52100	RCD	ADMIN	RCD	5/6/2026	INV2537227	\$3,970.00	HR Support Services April 2026
102611	Grace Dougan Consulting Inc	52125				3/31/2026	10479	\$217.00	Quart admin supp/Jan-Mar '26
102611	Grace Dougan Consulting Inc	52125				4/15/2026	10529	\$1,067.50	Quart admin supp/Jan-Mar '26
102645	HANA Resources, Inc.	52490	RCD2025010			5/13/2026	H000639	\$12,725.96	DesignSvc Huichica Rest Apr'26
102652	Balance Hydrologics	52490	RCD2025010			5/13/2026	225143-0426	\$41,551.25	DesignSvc Huichica Rest Apr'26
102855	Swift Biological LLC	52490	RCDHCV	Operation	RCD	4/27/2026	2026-24	\$939.10	Biological consulting Apr'26
								\$87,937.73	

Summary of Expenditures for May 2026

Regular

\$135,770.64

Total Expenditures

\$ 135,770.64

Bills Report June Meeting/May Bills

Vendor #	Vendor Name	Object	PL Project	Activity	Subcategory	Invoice Date	Invoice	Amount	Line Description
41850	Marin Resource Conservation District	54800	RCDDONOR	SOILHUB	Planning	5/1/2026	2026 N Coast Soil Hub	\$13,000.00	GambleFunds-N Coast Soil Hub
32576	Prunuske Chatham, Inc	52490	RCD2024017			5/8/2026	2026157	\$41,073.25	Fish Passage Design April 2026
40176	Endsight	52130	RCD	ADMIN	RCD	5/15/2026	10056286	\$2,244.12	Network Support - May 2026
101469	Gallagher Benefit Services	52100	RCD	ADMIN	RCD	5/20/2026	INV2537866	\$2,000.00	HR Support Services May 2026
100599	BDO FMA, LLC	52100	RCD	ADMIN	RCD	5/9/2026	500256288	\$12,733.25	Recruiting Svc - Forest Health
6895	Aldea	54805	RCD2020035	WTRCON	CmtyEngage	5/26/2026	5.20.26	\$500.00	Garden Tour Hub Stipend
2076	Napa Valley Unified School District	52490	RCD2022017	Watershed	Planning	3/11/2026	INV26-00635	\$390.00	Field Trip Transport. Skyline
22871	Environmental Science Associates	52490				5/18/2026	219176	\$12,180.85	RPP Prof Svcs April 2026
4067	US Bank	21105	RCD	Admin	RCD	5/22/2026	05.26CALCARD	\$7,836.20	CalCard Credit Card May 2026
101469	Gallagher Benefit Services	52100	RCD	ADMIN	RCD	5/27/2026	INV2538136	\$2,475.00	HR Support Services May 2026
102611	Grace Dougan Consulting Inc	52125	RCD2021036	ADMIN	ProjAdmin	5/15/2026	10664	\$682.50	Quart admin supp/Jan-Mar '26
35310	Theodore L. Edwards, LLC.	16200	RCD	ADMIN	RCD	6/15/2026	July 2026 TE	\$6,184.00	Office Lease 1303 Jeff July 26
100520	Canon Financial Services, Inc.	52600	RCD	ADMIN	RCD	5/31/2026		\$107.66	Color Copier 5/20 - 6/19/26
101689	Principal Life Insurance Company	51400	RCD	ADMIN	RCD	5/18/2026	5/18/2026	\$1,166.64	Principal Dental Prem June '26
102357	TOPO Collective	52490	RCD	ADMIN	RCD	5/12/2026	941	\$1,618.75	Fundraising Program
102357	TOPO Collective	52490	RCD2024017	5 ASMNT	Planning	5/12/2026	940	\$656.25	Org Comms and Marketing
34020	Hanford ARC	52490	RCD2024017	3 SULPHUR	Implement	6/1/2026	4132502.11	\$5,454.25	SulphurCrk FishPass May 2026
101804	Shute, Mihaly & Weinberger LLP	52140	RCD2021036	Capacity	CmtyEngage	5/15/2026	297110	\$1,060.30	Napa PBA legal review
2076	Napa Valley Unified School District	52490	RCD2025028	GREENFUT	YouthEd	5/29/2026	INV26-00821	\$336.37	Sub Teach May 26 Valley Oak HS
102357	TOPO Collective	52490	RCD2024017	5 ASMNT	Planning	5/12/2026	939	\$3,675.00	Photo/Video production
101469	Gallagher Benefit Services	52100	RCD	ADMIN	RCD	6/3/2026	INV2538502	\$1,986.25	HR Support Services May 2026
102781	Gina Bartlett	52490	RCD2021036	Admin	ProjAdmin	6/1/2026	1069	\$397.50	ICC training development
102781	Gina Bartlett	52490	RCD2025017	Coordinate	CmtyEngage	6/1/2026	1068	\$1,391.25	Coaching watershed group
40176	Endsight	52130	RCD	ADMIN	RCD	5/31/2026	10057487	\$1,621.25	IT End User Support - May 2026
21376	Napa Valley Community Housing	52490	RCD2025015			6/4/2026	NVCH-RCD-2026-001	\$5,000.00	Napa EV/E-bike plan support
21877	On The Move	52490	RCD2025015			6/4/2026	750964	\$5,000.00	Napa EV/E-bike plan support
42134	Drew Consulting Inc	52490	RCD	Admin	RCD	5/4/2026	000569	\$5,000.00	ICR Development Supp FY2026
								\$135,770.64	



June 11, 2026

RESOLUTION NO. 2026-02

RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA COUNTY RESOURCE CONSERVATION DISTRICT APPROVING APPLICATION FOR FUNDING FROM THE FOREST HEALTH GRANT PROGRAM AS PROVIDED THROUGH THE CALIFORNIA CLIMATE INVESTMENTS.

WHEREAS, the Governor of the State of California in cooperation with the California State Legislature has enacted State of California Greenhouse Gas Reduction Funding which provides funds to the State of California and its political subdivisions for Forest Health programs; and

WHEREAS, the State Department of Forestry and Fire Protection has been delegated the responsibility for the administration of the program within the State, setting up necessary procedures governing application by local agencies and non-profit organizations under the program; and

WHEREAS, said procedures established by the State Department of Forestry and Fire Protection require the applicant to certify by resolution the approval of application before submission of said application to the State; and

WHEREAS, the applicant will enter into an agreement with the State of California to carry out a Forest Health project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Napa County Resource Conservation District hereby:

1. Approved the filing of an application for Forest Health grant program funds;
2. Certifies that said applicant has or will have sufficient funds to operate and maintain the project;
3. Certifies that funds under the jurisdiction of the **Napa County Resource Conservation District** are available to begin the project;
4. Certifies that said applicant will expend grant funds prior to **January 1, 2031**;
and
5. Appoints **Lucas Patzek, Executive Director**, or his designee, as agent of the



Napa County Resource Conservation District
1303 Jefferson St., Ste. 500B, Napa, California 94559
(707) 690-3110, NapaRCD.org

Napa County Resource Conservation District to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, amendments, payment requests and so on, which may be necessary for the completion of the aforementioned project.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Board of Directors of the Napa County Resource Conservation District at its regular meeting held on the 11th day of June 2026, by the following vote:

AYES:	
NOES:	
ABSENT:	
ABSTAIN:	
SIGNED:	
	BRUCE BARGE, President Board of Directors



Subject: Recommendation for Appointment of CARCD Bay-Delta Regional Delegate and Alternate Delegate

To: Board of Directors, Napa County Resource Conservation District

From: Lucas Patzek, Executive Director

Date: June 11, 2026

Executive Summary

This memorandum recommends that the Board of Directors appoint Lucas Patzek, Executive Director, as Napa RCD’s Regional Delegate to the Bay-Delta Region of the California Association of Resource Conservation Districts (CARCD), and appoint all sitting Board Directors as Alternate Regional Delegates. These appointments are required under CARCD’s recently adopted bylaws and will ensure Napa RCD is represented and in good standing to vote at regional and statewide CARCD meetings.

Background

Napa RCD is a member of CARCD and participates in the Bay-Delta Region. CARCD’s updated bylaws establish a formal process for member districts to select their Regional Delegate and Alternate Delegate(s) each year. Article IV, Section 3 of the CARCD Bylaws provides:

“Each Member District shall select a District director or district manager/executive director as its Regional Delegate (and may select another District director or district manager/executive director as an alternate Regional Delegate) to represent the Member District in any Regional meeting of the Association. Regional Delegates and alternates shall be selected by a vote of the Member District and shall serve for a term of one year, unless removed sooner by a vote of the District’s directors taken at a public meeting.”

The Regional Delegate casts Napa RCD’s vote at Bay-Delta Regional meetings, including votes on the election of Regional Chair, Vice Chair, and Regional Representative to the CARCD Board of Directors. Alternate Regional Delegates may attend and vote in place of the Regional Delegate when the Regional Delegate is absent.

Upcoming Bay-Delta Spring Region Meeting

A virtual meeting of the CARCD Bay-Delta Region will occur on Friday, June 27 at 10:00 a.m.-noon. The meeting will have a limited agenda. The primary business is:

- Election of a Regional Chair and Vice Chair to manage region meetings and business

Napa County Resource Conservation District

1303 Jefferson St., Ste. 500B, Napa, California 94559

(707) 690-3110, NapaRCD.org

- Election of a Regional Representative to the CARCD Board of Directors

Only the appointed Regional Delegate – or an Alternate Regional Delegate acting in the Regional Delegate’s absence – is entitled to cast Napa RCD’s vote at this meeting. Making these appointments at the current Board meeting ensures Napa RCD will be in good standing and eligible to vote.

Recommendation

Staff recommends the Board appoint the following individuals for a one-year term:

- Regional Delegate: Lucas Patzek, Executive Director
- Alternate Regional Delegates: All sitting Directors of the Napa County Resource Conservation District Board

Appointing all Directors as Alternate Delegates ensures maximum flexibility, any Board Director who is able to attend a Bay-Delta Regional meeting may do so and cast Napa RCD’s vote when the Executive Director is unavailable. Only one Alternate Delegate may act in the Regional Delegate’s absence at any given meeting.

Table of Contents

Article I. General Provisions	1	Article VI. Officers	10
Section 1. Name		Section 1. Officers	
Section 2. Organization		Section 2. Vacancies and Succession	
Section 3. Purposes		Section 3. Nominations	
Section 4. Regions		Section 4. Elections at the Annual Meeting	
Section 5. Fiscal Year		Section 5. Elections Without a Meeting	
Section 6. Construction of Bylaws		Section 6. President	
Section 7. Amendment of Bylaws		Section 7. Vice President	
		Section 8. Secretary-Treasurer	
Article II. Definitions	2	Section 9. Immediate Past President	
		Section 10. Bond	
Article III. Membership and Voting	3	Article VII. Committees	12
Section 1. Eligibility for Membership		Section 1. General	
Section 2. Dues		Section 2. Governance Committees	
Section 3. Selection of Delegates		Section 3. Standing Committees	
Section 4. Voting		Section 4. Special Committees	
Section 5. Association Meetings		Section 5. Meetings and Reports	
Section 6. Electronic/Mail Voting			
Section 7. Powers and Duties		Article VIII. Resolutions	15
		Section 1. Scope of Resolutions	
Article IV. Regions	5	Section 2. Regular Resolutions	
Section 1. Regional Chairs and Vice Chairs		Section 3. Committee Review	
Section 2. Regional Representative		Section 4. Emergency Resolutions	
Section 3. Selection of Regional Delegate		Section 5. Protests	
Section 4. Vacancies & Succession			
Section 5. Meetings			
Section 6. Electronic/Mail Voting			
Article V. Board of Directors	6		
Section 1. Membership			
Section 2. NACD Board Member			
Section 3. District Manager or Executive Directors			
Section 4. Appointed Members			
Section 5. Compensation			
Section 6. Powers and Duties			
Section 7. Meetings			
Section 8. Executive Committee			

CALIFORNIA ASSOCIATION OF RESOURCE CONSERVATION DISTRICTS BYLAWS

ARTICLE I. GENERAL PROVISIONS

Section 1. Name – The name of this corporation is the California Association of Resource Conservation Districts (CARCD).

Section 2. Organization – The Association is organized under and complies with the Nonprofit Public Benefit Corporation Law of the State of California for charitable purposes.

Section 3. Purposes – Without limitation, the purposes of the Association are primarily to promote and support the work of Resource Conservation Districts in California. Additionally, the Association may engage in any activities that are reasonably related to or in furtherance of its charitable purposes or in any other charitable activities.

Section 4. Regions – For the purpose of electing members of the Board of Directors of the Association (other than the President, Vice President, Secretary-Treasurer) and for such other purposes as may properly be delegated by the Board of Directors, the Resource Conservation Districts (RCD) shall be divided into ten representative geographic Regions as listed below. The Board of Directors may move an RCD to a new Region on the request of the RCD and with the concurrence of both the losing and gaining Region.

- (a) Bay Delta Region.
- (b) Central Coast Region.
- (c) Central Sierra Region.
- (d) High Desert Region.
- (e) Modoc Plateau Region.
- (f) North Coast Region.
- (g) Sacramento Valley Region.
- (h) San Joaquin Valley Region.
- (i) SoCal Inland Region.
- (j) Southern California Region.

Section 5. Fiscal Year – The fiscal business year of the Association shall commence on the first day of July of each calendar year and shall terminate on the thirtieth day of June of the following calendar year.

Section 6. Construction of Bylaws – These Bylaws shall be construed and applied in accordance with applicable laws and regulations of the State of California, including the Nonprofit Public Benefit Corporation Law. In the event of any conflict between a provision of these Bylaws and State law, State law shall prevail.

Section 7. Amendment of Bylaws – These Bylaws may be amended through resolutions (Article VIII) by a majority (greater than 50%) vote of a quorum of Member Districts. Proposed amendments shall be submitted in accordance with policies existing at that time. Bylaws shall be reviewed periodically but no less than every five years.

ARTICLE II. DEFINITIONS

Section 1. As used in these Bylaws:

- (a) “Association” means the California Association of Resource Conservation Districts.
- (b) “Board of Directors” or “Board” means the Board of Directors of the Association.
- (c) “Delegate” means a District director selected by a Member District to represent the Member District at Association meetings.
- (d) “Director” means a member of the Board of Directors.
- (e) “District” means a Resource Conservation District of the State of California.
- (f) “District director” means a director of a Member District.
- (g) “Member District” means a District whose dues are paid to and are current with the Association.
- (h) “Region” means a geographic division specified in Article 1, Section 4 and also means the group of RCDs comprising that geographic Region.
- (i) “Regional Chair” means the Chair of a Region elected by the Member Districts of that Region.
- (j) “Regional Vice-Chair” means the Vice Chair of a Region elected by the Member Districts of that Region.
- (k) “Regional Delegate” means a District director or a district manager/executive director from a Member District selected by a Member District to represent the Member District at any Regional meeting of the Association.
- (l) “Regional Representative” means a District director from a Member District elected by Member Districts of that Region to represent the Region on the Association’s Board of Directors.

(m) "Resolution" means a document on Association policy or intent (1) proposed for adoption by the Member Districts of the Association, by one or more Member Districts, or by a governance or a standing committee of the Association or (2) adopted by the Member Districts of the Association or (3) adopted by the Board of Directors under their purposes and powers.

ARTICLE III. MEMBERSHIP/VOTING

Section 1. Eligibility for Membership – Every District shall be eligible for membership in the Association.

Section 2. Dues – A District shall become a Member District of the Association and shall renew its membership by payment of annual Association dues, which shall be established and assessed by the Board of Directors. The Board of Directors has the discretion to allow one or more Districts to be a Member District of the Association while paying less than the approved annual rate provided each District follows requirements established in policy to request such status.

Section 3. Selection of Delegates – Each Member District shall select a District director as its Delegate (and may select one or more District directors as alternate Delegates) to represent the District in any meeting of the Member Districts of the Association. Delegates and alternates shall be selected by vote of the District's directors and shall serve until removed by a vote of the District's directors taken at a public meeting.

Section 4. Voting – Eligible Member Districts, for purposes of establishment of quorum and a Delegate's right to vote, shall only be Member Districts in good standing at least seven (7) business days prior to the vote. Only Delegates (or alternate Delegates acting in the absence of a regular delegate) shall be entitled to vote at meetings of Member Districts..

Each Member District shall have one vote, which shall be exercised by a Delegate representing the District at any Association meeting. For the conduct of business at any meeting of the Member Districts, a majority (greater than 50%) of the Member Districts represented by at least one District director shall constitute a quorum, as determined by the President of the Association. Once a quorum is established, all actions of the Member Districts, including the election of Directors and officers, shall be taken upon a majority vote (greater than 50%) of the Delegates present and voting.

All votes shall be taken by a roll call of the Delegates. No voting by proxy or cumulative voting shall be permitted at meetings of the Member Districts or at Regional meetings.

Tie votes at any Association meeting shall be declared by the CARCD President, or Regional Chair in the case of a Regional vote, after confirming the accuracy of the votes by performing a recount to ensure a tie vote occurred. Breaking a confirmed tie vote shall occur by taking one more vote and, if the tie is not broken, then by a coin toss.

Section 5. Association Meetings –

(a) Regular Annual Meeting. A regular annual meeting of the Member Districts shall be held at the annual conference the exact date and location of which shall be determined by the

Board of Directors. If the Board determines that it is not practical or possible to have the annual meeting of the Member Districts at the conference, the President shall call a special meeting as described in this section.

Notice of the annual meeting shall be given pursuant to this section not less than 60 days prior to that meeting by electronic mail or, if no email address is available, by first class mail, Priority Mail, or other trackable mail service to each Member District at the last known address of each Member District. Notice of the annual meeting shall specify any action that the Board of Directors, at the time the notice is given, intends to present for action by the Member Districts, but any proper matter may be presented at the meeting for action of the Member Districts. The notice of the annual meeting of the Member Districts at which election of officers is contemplated shall include the Nominating Committee's list of nominees for the offices of President, Vice President, and Secretary/Treasurer of the Association.

- (b) **Special Meeting.** In accordance with Section 5510 of the Corporations Code of the State of California, special meetings of the Member Districts may be called by the Board of Directors, by the President, or upon petition of five percent or more of the Member Districts, supported by evidence of formal action of the petitioning Member Districts' individual boards of directors, timely submitted to the President. Such a petition shall specify the general nature of the business to be transacted at the special meeting. Upon receipt of such a petition, the President or the Board of Directors shall call a special meeting of the Member Districts for the transaction of that business not less than 35 days nor more than 90 days after receipt of the petition. The President or Board of Directors shall provide not less than 10 nor more than 90-days notice of the place, date, and time of each meeting of the Member Districts by electronic mail or, if no email address is available, by first class mail or Priority Mail or other trackable mail service, to each Member District at the last known address of each Member District. The notice shall state the general nature of the business to be transacted and include the petition.
- (c) The President of the Association, the Vice President in the absence of the President, or the Secretary-Treasurer in the absence of both the President and Vice-President shall preside at all meetings of the Member Districts.
- (d) Except as otherwise provided in these Bylaws or the Nonprofit Public Benefit Corporation Law of the State of California, the proceedings shall be conducted in accordance with applicable provisions of Robert's Rules of Order.

Section 6. Electronic/Mail Voting – Any action which may be taken by the Member Districts at any regular, special, or Regional meeting, including the election of Directors or officers, may also be taken without a meeting if the Association or Region, respectively, distributes a written ballot electronically or by first class mail to each Member District as described in Section 5. The ballot shall set forth the proposed action, provide a suitable means by which each Member District may indicate its vote through the Delegate, and provide a reasonable time for the consideration by Member districts and return of the ballot to the Association or Region, as the case may be.

The electronic or mail balloting shall be valid only if the number of votes cast meets the applicable quorum required to be present at a meeting. Mail balloting shall be conducted in all respects in accordance with Section 5513 of the Corporations Code.

Section 7. Powers and Duties – Member Districts acting at a meeting or by mail voting, in accordance with these Bylaws, shall have the following powers and duties:

- (a) The Member Districts shall elect a President, Vice President, and Secretary-Treasurer on odd numbered years or as required by a vacancy as described in Article VI Section 3.
- (b) The Member Districts may adopt resolutions within the scope of the purposes and powers of the Association for implementation by the Board of Directors.
- (c) The Member Districts may request reports from the Board of Directors.

ARTICLE IV. REGIONS

Section 1. Regional Chairs and Vice Chairs –

- (a) The Member Districts of each Region shall biennially, at the Region’s regular meeting, elect a Regional Chair and Regional Vice Chair, who shall take office immediately following their election and serve until the next biennial election. Any District director, district manager, or executive director of a Member District shall be eligible to serve as Regional Chair or Regional Vice Chair. Regional Chairs and Vice Chairs may be re-elected to succeed themselves.

The Bay Delta, North Coast, Sacramento Valley, SoCal Inland and Southern California Regions shall hold their elections during even years. The Central Coast, Central Sierra, High Desert, Modoc Plateau and San Joaquin Valley Regions shall hold their elections during odd numbered years.

- (b) Any vacancy in the offices of Regional Chair or Regional Vice Chair, including removal from office as provided in the Nonprofit Public Benefit Corporation Law, shall be filled, for the remainder of the unexpired term, by a special election of the Member Districts of the Region.
- (c) Duties of Regional Chairs and Vice Chairs - Each Regional Chair will ensure the scheduling of all Regional meetings. Each Vice-Chair will exercise all the functions of the Regional Chair in absence or disabling of the Regional Chair.

Section 2. Regional Representative - The Member Districts of each Region shall biennially, at the Region’s regular meeting, and as set forth in Section 1 of this Article, elect a Regional Representative to serve on the Association’s Board of Directors and who shall take office immediately following their election. Only District directors of Member Districts shall be eligible to serve as Regional Representatives. The term is two years. Vacancies shall be filled for the remainder of the unexpired term by a special election of the Member Districts of the Region. Representatives may be re-elected to succeed themselves. The Regional Representative has responsibility for providing guidance and assistance to the Regional Chairs

in developing and effectuating plans and programs for improving the effectiveness of Member Districts within the Region.

Section 3. Selection of Regional Delegates – Each Member District shall select a District director or district manager/executive director as its Regional Delegate (and may select another District director or district manager/executive director as an alternate Regional Delegate) to represent the Member District in any Regional meeting of the Association. Regional Delegates and alternates shall be selected by a vote of the Member District and shall serve for a term of one year, unless removed sooner by a vote of the District’s directors taken at a public meeting. A Delegate’s right to vote shall only be a Member District in good standing at least seven (7) business days prior to the meeting or vote.

Section 4. Vacancies and Succession - Each person elected, including a person selected to fill a vacancy, shall hold office until the expiration of the term for which elected and/or until a successor has been elected and qualified.

Section 5. Meetings and Voting – Each Region shall annually have at least one regular meeting, which shall be presided over by the Regional Chair or, in the absence of the Regional Chair, the Regional Vice Chair. Regional meetings shall be called by the Regional Chair or by the Association’s Board of Directors, who shall provide not less than 30 calendar days’ notice of the place, date, and time of each Region meeting by electronic mail. In the event that email is not available for each Member District, first class mail, Priority Mail or other trackable mail service may be used.

A quorum for the transaction of business at a Regional meeting shall be a majority (greater than 50%) of the Member Districts, represented by a District director or district manager/executive director in that Region as determined by the Regional Chair. Once a quorum is established, all actions of the Member Districts shall be taken upon a majority vote of the Delegates present and voting. Except as otherwise provided in these Bylaws or the Nonprofit Public Benefit Corporation Law of the State of California, the proceedings shall be conducted in accordance with applicable provisions of Robert’s Rules of Order.

The following actions require the approval of a majority of all Regional Delegates: (1) election of Regional Chair and Vice Chair, and (2) election of Regional Representative.

Only Regional Delegates (or alternate Regional Delegates acting in the absence of a regular Regional Delegate) shall be entitled to vote at Regional meetings.

Section 6. Electronic/Mail Voting – Electronic or mail voting by Regions shall be permitted in accordance with Section 6 of Article III of these Bylaws.

ARTICLE V. BOARD OF DIRECTORS

Section 1. Membership – The Board shall consist of the Regional Representatives from each of the Regions, the President, the Vice President, the Secretary-Treasurer, Immediate Past President, and NACD Board member (if this position is not filled by a Board member representing another Board position), up to three members who are either district managers or executive directors of Member Districts, and may include up to three appointed members who are not affiliated with any RCD.

Only one individual from any Member District may be on the Board of Directors. However, Officers are not subject to this provision. A Regional Representative may not simultaneously serve as President, Vice President, Secretary-Treasurer or Immediate Past President. Upon election of the Regional Representative to such an office, the office of Regional Representative shall become vacant until such time as the Region elects a new Regional Representative.

The President or, in the President's absence, the Vice President or Secretary-Treasurer shall preside at meetings of the Board.

Section 2. NACD Board Member - The National Association of Conservation Districts (NACD) is the 501(c)(3) nonprofit national organization that supports and advances conservation led by local conservation districts. Each state RCD association has a seat on NACD's board of directors.

The Board President shall be the NACD Board member unless delegated otherwise. Nothing in these bylaws precludes an officer or another Board member from serving as the NACD Board member; however, if this individual is also the NACD Board member, this Board member shall have only one vote. The NACD Board member will report on the activities of the NACD to the Board and to Member Districts and will assure that the Association's policies and resource needs are reflected in the national agenda. The NACD Board member shall serve a two-year term and can serve no more than two consecutive full terms.

Section 3. District Manager or Executive Director Members - The three district managers or executive directors shall be nominated and elected by their peers representing Member Districts for a two year term at the annual meeting. The President shall recommend and the Board of Directors shall appoint a special committee (Article VII, Section 4) consisting of district managers/executive directors to conduct the election. The elected district managers/executive directors shall have, to the extent possible, one representative from the following three areas of the state (Northern, Central or Southern), as defined by the Board of Directors, though more than one candidate for a region may appear on the ballot.

Section 4. Appointed Members - Appointed members may be recommended by any member of the Board of Directors to provide expertise or a valuable network and shall be approved by the Board for two-year terms from the time of approval.

Section 5. Compensation – The Directors shall serve without compensation, but shall be entitled to reasonable reimbursement for travel and other expenses incurred in connection with their official duties. The Board shall establish procedures for authorization of these expenses. The Board may delegate this function to the President under procedures established by the Board.

Section 6. Powers and Duties – The Board of Directors shall have the following powers and duties:

- (a) The Board shall manage the affairs of the Association consistent with the powers and purposes of the Association, the provisions of these Bylaws, and policies established by resolution of the Member Districts.

- (b) The Board shall employ an Executive Director, who shall be the chief executive officer of the organization and an at-will employee of the Association.
- (c) The Board shall define and establish policies and procedures of the Association, which shall not be inconsistent with policies established by resolution of the Member Districts.
- (d) The Board may create and adopt resolutions as necessary.
- (e) The Board shall review and approve an annual budget for the Association, fix the rate of compensation of the Association executive director, authorize the payment of necessary expenses of the Association, arrange for an annual audit of the Association's financial affairs by a qualified accountant or accounting firm, enter into contracts on behalf of the Association, and provide each Member District with a copy of an annual financial report.
- (f) The Board shall appoint members to committees established pursuant to Article VII. and other provisions of these Bylaws, shall establish the purposes and approve the charter of each standing committee, and shall oversee the work of all committees.
- (g) The Board shall inform the Member Districts of the Association's affairs and activities. The meeting notices and agendas for the Board meetings shall be posted on the Association website in advance of meetings. Additionally, the minutes of all meetings of the Board shall be posted on the Association website.
- (h) The Board may fill any and all vacancies in the office of President, Vice President, or Secretary-Treasurer, as stated in Article VI. Section 2.
- (i) The Board may delegate the performance of functions and duties to the President or other appropriate officers or employees of the Association; provided that the activities of the Association shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board. Nothing in this subsection authorizes the Board to delegate authority to enter into contracts on behalf of the Association unless the Board or the Executive Committee has previously approved the substance of the contract (including any financial obligations).

Section 7. Meetings – The Board shall meet during the annual conference and shall annually hold at least five additional regular meetings at such times and places as the Board shall determine. The President may call special meetings of the Board and shall call a special meeting if requested in writing by the Vice President, Secretary-Treasurer, or any two Directors. Additionally, the President shall call a special meeting pursuant to the provisions specified for the Board of Directors to review any action of the Executive Committee. Special meetings shall require at least two days notice by first class mail, Priority Mail, personal delivery, or electronic means to each Director.

(a) Quorum. A majority (greater than 50%) of the Board shall constitute a quorum at all meetings. A majority of the Directors present at a meeting at which there is a quorum shall be required for all actions of the Board, except that approval of a majority of all Directors of the Board shall be required for actions with respect to self-dealing transactions under Section 5233 of the Corporations Code and approval of contracts with corporations having mutual

directors under Section 5234 of the corporations Code. Approval of a majority vote of a quorum of Directors who are not parties to a proceeding for which a corporate agent seeks indemnification shall be required in order to authorize that indemnification pursuant to Section 5235 of the Corporations Code.

A meeting of the Board at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of Directors if any action taken is approved by at least a majority of the required quorum for that meeting, except where the approval of a greater number of Directors is required by these Bylaws.

(b) Electronic meeting. Members of the Board may participate in a meeting through use of any electronic means, so long as all members can actively participate and vote in the meeting. Directors participating by any electronic means shall be deemed to be present at the meeting of the Board and to constitute a quorum.

(c) Board Action Without a Meeting. Any action required or permitted to be taken by the Board of Directors may be taken by electronic means without a meeting if all members of the Board consent in writing to allow the vote on the action. The written consent or consents shall be filed in the book of minutes of the Board's proceedings.

(d) Meeting Notices. All provisions of this section respecting notice, meetings, and actions of the Board shall apply to committees of the Association, including the Executive Committee. However, the committee chair shall be responsible for providing notice, and shall have the same authority and duties with respect to meetings of the committee as to those of the President with respect to meetings of the Board.

(e) Member Districts shall be allowed to join Board meetings electronically, excluding closed sessions and except when electronic equipment is not available to the Board.

(f) Except as otherwise provided in these Bylaws or the Nonprofit Public Benefit Corporation Law of the State of California, the proceedings shall be conducted in accordance with applicable provisions of Robert's Rules of Order.

(g) The Association executive director or delegated staff person shall function as staff to the Board.

Section 8. Executive Committee – There shall be an Executive Committee of the Board consisting of the President, Vice President, Secretary-Treasurer, Immediate Past President, NACD Board Member, and two of the Regional Representatives elected by the Regional Representatives. The Association executive director shall function as staff to the Executive Committee. Except as herein provided, the Executive Committee shall act primarily as an advisory body to the Board of Directors and in providing direction to Association staff. The Executive Committee shall meet upon the call of the President, who shall serve as Chair of the Executive Committee. Notice of meetings of the Executive Committee shall be provided to members thereof in the same manner as specified in Section 7 of this Article for notice of special meetings of the Board. Meetings shall be open to Member Districts except when the President determines that a closed meeting is necessary and except when electronic equipment is not available.

Any four members of the Executive Committee shall constitute a quorum for the conduct of business. The minutes of all meetings of the Executive Committee shall be filed in the Board's Book of Minutes.

All actions of the Executive Committee shall be reported to the full Board within two business days. Any two members of the Board of Directors may, within two days of receiving the minutes of an Executive Committee meeting, call for a special meeting of the Board of Directors. The President shall call a special meeting of the Board of Directors to be held within two days of the request to consider disaffirming the action of the Executive Committee. The Board may disaffirm any prior action of the Executive Committee, except valid and binding contracts entered into by the Executive Committee (or the President acting at the direction of the Executive Committee) in accordance with the policies and procedures adopted by the Board.

Except as provided herein, the Executive Committee shall have the same authority as the Board to act when the Board of Directors is unable to meet and the President calls for an emergency special meeting of the Executive Committee.

The Board of Directors may alter the authority of the Executive Committee through action of the Board.

ARTICLE VI. OFFICERS

Section 1. Officers – The officers of the Association shall be President, Vice President, Secretary-Treasurer, and Immediate Past President. The officers, excepting the Immediate Past President, shall be elected by the Member Districts during an annual Member District meeting held at the odd numbered years at the Association's annual conference from among nominations submitted as provided in Section 2 of this Article.

Only District directors of Member Districts shall be eligible to serve as officers of the Association. The officers of the Association shall serve a term of two years and may succeed themselves. However, an individual can serve no more than two consecutive full terms in a single officer position.

Except as authorized by resolution of the Member Districts, officers shall serve without compensation, but shall be entitled to reimbursement for expenses as provided for members of the Board of Directors.

Section 2. Vacancies and Succession - Each officer elected, including a person selected to fill a vacancy, shall hold office until the expiration of the term for which elected and/or until a successor has been elected and qualified. The Board may fill any and all vacancies in the office of President, Vice President, or Secretary-Treasurer for the remainder of the unexpired term if such vacancy occurs after June 1 in the year in which elections for the office is to occur. The Member Districts may, by election, select a successor to fill such a vacancy that occurs prior to the time after which the Board of Directors has authority to fill the vacancy.

If a meeting of the Member Districts does not occur at the annual conference, the officers from the prior two years shall continue to serve until elections are held at a special meeting of the Member Districts or by written ballot through electronic or mail voting.

Section 3. Nominations – The Nominating Committee shall initiate and lead the nominating process for the election of Association officers. Further responsibilities of the Nominating Committee are described in Article VII. Section 2(e).

The Board shall schedule a meeting of the Member Districts on one of the first two days of the annual conference for the purpose of nominating officers. Both the Chair of the Nominating Committee and Delegates of Member Districts shall at that time place names into nomination. Immediately upon completion of nominations, each nominee shall be given an opportunity to address the Member Districts concerning the nominee’s qualifications and the reasons for the nominee’s candidacy. Nominations shall occur as specified in Section 4 of this Article when election of officers occurs without a meeting.

Elections for officers shall not be held on the same day as nominations during the annual conference. This provision shall not apply to election of officers at a special meeting of the Member Districts, whether held in person, by electronic means, or without a meeting.

Section 4. Elections at the Annual Meeting– Officers shall be elected by majority (greater than 50%) vote of the Member Districts present and voting at the annual meeting of the Member Districts or a special meeting of the Member Districts. If no candidate receives a majority vote, the two candidates with the highest number of votes shall participate in a runoff election.

The President shall determine what Member Districts are represented at the annual meeting or special meeting at which elections of officers are to occur and whether a quorum exists.

The Nominating Committee shall appoint a subcommittee to serve as an Elections Oversight Committee. The Elections Oversight Committee shall lead and oversee the election process for the election of Association officers and any voting by the Regions that occurs by written ballot. Further responsibilities of the Elections Oversight Committee are described in Article VII. Section 2(e).

Section 5. Elections Without an Annual Meeting - If the annual meeting of the Member Districts at which election of officers was scheduled does not occur for any reason, the President shall call a special meeting of the Member Districts to take place within 60 days of the scheduled annual meeting to both allow nominations and to vote on nominees. Such meeting may be held in person or by video or teleconference, as determined by the Board. If a quorum is not present at this special meeting, the President shall call for nominations and elections by written ballot through electronic or mail ballot as described in Article IV. Section 6.

Member Districts shall be given no less than 30 days notice that nominations are open for officers before the Nominating Committee reviews the nominations. A District director from a Member District may nominate themselves or be nominated for an officer position.

Member Districts shall be provided a written ballot and all related material for which to make their choice for officers. Member Districts shall be provided at least 30 days to return the ballot if no in-person or video/teleconference occurs.

The winners of the election shall be declared at the time voting is concluded and certified in writing by the Elections Oversight Subcommittee within 10 days of the election. Any Member District may request to see the individual ballots after certification.

Section 6. President – The President shall serve as Chair of the Board of Directors and of the Executive Committee and shall preside at the annual conference and other meetings of the Member Districts. Within the authority delegated by the Board, the President shall have general supervision of the business affairs of the Association. The President shall execute all contracts, deeds, bonds, and other instruments in writing as authorized by the Board unless the Board delegates some or all of the authority to the Association executive director.

Section 7. Vice President – The Vice President shall exercise all the functions of the President in absence or disability of the President. In the absence of the President, the Vice President may execute all contracts, deeds, bonds, and other instruments in writing as authorized by the Board. The Vice President shall temporarily assume the office of the President upon the vacancy of that office until the vacancy is filled as described in Section 2 of this Article.

Section 8. Secretary-Treasurer – The Secretary-Treasurer is the chief financial officer of the Association. The Secretary-Treasurer shall provide guidance to, and define procedures for, the staff to ensure the collection of dues and other funds payable or owed to the Association. The Secretary-Treasurer shall serve as Chair of the Finance Committee. In the event of a vacancy of this office, the Board shall temporarily fill the vacancy until the vacancy is filled as described in Section 2 of this Article.

The Secretary-Treasurer shall perform duties included in the office of the chief financial officer of a Nonprofit Public Benefit Corporation under the laws of the State of California if a chief financial officer has not been hired by the Board to perform such duties.

Section 7. Immediate Past President -- The Immediate Past President shall and shall serve on the Association Board to assist the elected officers.

Section 10. Bond – As directed by the Board, the President, Secretary-Treasurer, and the employees of the Association whose duties include the handling of Association funds shall be bonded.

ARTICLE VII. COMMITTEES

Section 1. General – All actions of any committee of the Association shall be governed by and taken in accordance with the provisions of these Bylaws. All committees shall serve at the pleasure of the Board and all members shall be appointed by the Board unless otherwise specified. The following types of committees may be established by the Board of Directors as provided in Article V, Section 6(f). Except for the Executive Committee, no committees may exercise the authority of the Board.

Meetings and Reports - All committees shall meet as necessary, but no less than annually, to fulfill their responsibilities. Refer to Article V, Section 7 for notice, meeting, and action requirements of committees. Minutes of each governance and standing committee meeting shall be kept and made available to Member Districts. All committees shall present a report to the Board, as requested, and shall report either verbally or in a written report to the Member Districts at the annual meeting.

Section 2. Governance Committees – As permanent committees of the Association, the governance committees serve as the main resource on governance of the Board and Association, support Board effectiveness, and assist the Board in executing their responsibilities. Directors of the Board shall serve their committee term regardless of their Board term ending. There shall be the following governance committees, which do not require a charter:

- (a) **Executive Committee** – whose authority, membership and duties are specified in Article V, Section 5.
- (b) **Legislative Committee** - which is responsible for prioritizing and managing all legislative issues that may affect RCDs and the Association. Members of the committee may include up to 15 members of which at least three (3) shall be District directors and the remaining members may be District directors or District staff. Members are not required to be from Member Districts. Members serve 3-year terms, with the initial members serving staggered terms as determined by the Board and may be reappointed for consecutive terms. The President shall appoint the committee chair and vice chair of which one of these positions shall be filled with a District director from a Member District. The Association’s legislative consultant should participate in committee meetings as a non-voting member.
- (c) **Policy Committee** - which is responsible for prioritizing and managing all Association internal operational policy issues that may affect RCDs and the Association, including but not limited to reviewing and making recommendations on proposed resolutions or protests at the annual meeting as authorized in Article VIII. Members of the committee may include up to one person from each standing committee, an Association Board member, an Executive Committee member, and five (5) at-large RCD members for a total of no more than 14 members. Members serve 3-year terms, with the initial members serving staggered terms as determined by the Board and may be reappointed for consecutive terms. The President shall appoint the committee chair and vice chair, of which one of these positions shall be filled with a District director from a Member District.
- (d) **Finance Committee** – whose duties are to oversee the fiscal affairs of the Association. The Secretary-Treasurer of the Board of Directors shall serve as committee chair. The committee shall consist of up to five (5) members, including the Secretary-Treasurer, a second Association Board member, and any other individual from a Member District. The Association executive director or their delegate shall serve as a non-voting member of the committee. Members serve 3-year terms, with the initial members serving staggered terms as determined by the Board and may be reappointed for consecutive terms. Members may be reappointed for consecutive terms.
- (e) **Nominating Committee/Elections Oversight Subcommittee** –

1. The Nominating Committee shall consist of the ten Regional Representatives serving on the Board of Directors. A quorum of the committee shall consist of five members or a majority (greater than 50%) of filled positions, whichever is less. Committee members' terms shall coincide with their term as Regional Representative. The Committee shall select its Chair and Vice Chair and shall appoint a subcommittee of no less than two members to serve as an Elections Oversight Subcommittee.

The Nominating Committee shall notify the Member Districts that it is seeking nominees for all officer positions and shall request a candidate statement for each potential nominee. The Nominating Committee may independently solicit nominees. The Nominating Committee shall review the potential nominees, including any incumbent officers who seek reelection, to determine which are eligible to be nominated. The Nominating Committee shall nominate one or more nominees for each officer position. The completed list of officer nominees shall be forwarded to the Elections Oversight Subcommittee.

2. The Elections Oversight Subcommittee shall prepare, distribute and receive all ballots, shall hear and determine all challenges and questions in any way arising in connection with the right to vote, count and tabulate all votes, and shall do such acts as may be proper to conduct the election with fairness to all Member Districts.

The winners of the election shall be declared and certified in writing by the Elections Oversight Subcommittee.

Members of the subcommittee shall not be candidates for officer positions, nor may they be from the Region when overseeing vote by written ballot elections for that Region.

Section 3. Standing Committees – Standing committees are long-term committees of the Association which may be established that specialize in the consideration of particular subject areas that are in alignment with Division 9 of the Public Resources Code of California and RCD core functions, and to make recommendations for consideration by the Board.

- (a) Addition or Removal of Standing Committees. As stated in Article V, Section 6(f), the Board has the authority to establish committees to assist in the conduct of the business of the Association. The Board may dissolve a standing committee that it created.

Member Districts may propose the establishment or dissolution of standing committees by submitting a written request to the Board. The Board shall consider the proposal and either create the standing committee or submit it as a resolution for consideration at the next duly called meeting of the Member Districts.

- (b) Membership and operation. Each standing committee shall be open to participation by all interested parties and Board participation is welcomed and encouraged. However, official committee members shall be appointed and, to the extent possible, be composed of a member from each Region, up to three RCD members-at-large, representatives with technical subject matter expertise and any workable number of government agency partners. RCD representatives from non-Member Districts may be appointed as committee

members to any standing committee. Directors of the Board shall serve their committee term regardless of their Board term ending.

- (c) The Board shall select a chair and vice chair from the committee members, of which one of these positions shall be filled from a Member District.
- (d) The standing committees' purpose and operation shall be documented in a committee charter, which shall be approved by the Board of Directors and, subsequently, reviewed annually by the Board.
- (e) All appointed committee members shall be eligible to serve as voting members of standing committees, unless restrictions placed on a member's participation prohibit their eligibility as voting members.
- (f) Standing committee members shall serve three-year terms, with the initial members serving staggered terms as determined by the Board and may be reappointed for consecutive terms.

Section 4. Special Committees – Special committees are established for up to a one-year period, and can be extended if approved by the Board, to perform a particular study, investigation, or task for the Board or President. Official committee members shall be appointed by the Board. The special committees shall serve at the discretion of the Board or the President and shall report their activities, from time to time to the Board. A charter is not required for the committee.

ARTICLE VIII. RESOLUTIONS

Section 1. Scope of Resolutions – Any Member District, Board of Directors, Region, or governance or standing committee may propose a resolution for adoption by the Member Districts at the annual meeting. Resolutions shall declare policies, and/or call for actions in connection with policies that are within the scope of the purposes, powers, and mission of the Association and Member Districts under Division 9 of the Public Resources Code of the State of California, the Nonprofit Public Benefit Corporation Law of the State of California, and the Articles of Incorporation and Bylaws of the Association.

Section 2. Regular Resolutions – Any Member District, Board of Directors, or Region proposing a regular resolution shall submit it to the Policy Committee in accordance with policies existing at that time. The Policy Committee shall assign the resolution and send copies thereof to the chair of the appropriate standing or governance committee, and to each Member District in accordance with policies existing at that time. The chair of the committee receiving a proposed resolution shall review the resolution as soon as possible after receipt and may discuss any suggestions for changes in the form or content of the resolution with the President of the Member District that submitted the resolution (or other contact person specified on the submitted resolution). Any changes in the submitted resolution, however, shall be made by amendments adopted at the annual meeting.

The Board may adopt procedures under which committees or their chairs will assist Member Districts, upon request, in drafting resolutions.

Any governance or standing committee may propose a resolution within the purview of its duties assigned by the Board by submitting it to the chair of the Policy Committee in accordance with policies existing at that time. The chair of the Policy Committee shall assign the resolution and send copies thereof to the chair and members of the appropriate committee and to each Member District in accordance with policies existing at that time.

Nothing in this section precludes the Policy Committee, in the chair's sound discretion, from referring a proposed resolution to more than one committee.

Section 3. Committee Review – A committee to which a proposed resolution has been assigned shall review the resolution and shall adopt a recommendation that the resolution be passed, that the resolution be passed with specific amendments approved by the committee, or that the resolution be defeated. The recommendations of a committee shall be presented to the Member Districts at the annual meeting by the committee chair. In the event a resolution is considered by more than one committee, the chair of each committee shall present their committee's recommendations to the Member Districts.

Section 4. Emergency Resolutions – A Member District, Board of Directors, Region, or governance or standing committee may present a resolution for adoption which is not submitted within the time prescribed by Section 2 of this Article of the Bylaws, if the Executive Committee determines that the resolution is of such urgent importance that the usual time for committee and District review should be waived. Waivers permitting consideration of emergency resolutions shall not be routinely granted, so as to preserve adequate time for consideration by Member Districts and committees.

Section 5. Protests – Any Member District that believes that a proposed resolution would, if adopted, exceed the scope of the Association's purposes, powers, or mission may protest by raising a point of order. A Member District must notify the President at least 10 days prior to the annual meeting that it intends to raise such a point of order on a proposed resolution that was submitted to the Association. The notification shall include the rationale for its position. The President shall refer the matter to the Policy Committee for an advisory opinion. After conferring with the Member Districts proposing and protesting the resolution, the chair of the Policy Committee shall notify the President and those Member Districts of the Committee's findings. The chair of the Policy Committee shall prepare a brief written memorandum summarizing the reasons for the committee's recommendation. The Policy Committee's recommendation shall not be binding on the President or Member Districts.

NAPA COUNTY RESOURCE CONSERVATION DISTRICT

Draft Annual Budget — Fiscal Year 2026-27

For consideration at the District's June 11, 2026 Regular Board Meeting

REVENUES		
Description	Account ¹	FY2027 Draft Budget
TAXES AND INTEREST		
1 Property Tax	41100	\$ 520,426
Interest	45100	\$ 20,000
Dividends / Rebates	45200	\$ 2,000
TOTAL TAXES AND INTEREST		\$ 542,426
INTERGOVERNMENTAL REVENUES		
2 State: Agriculture	43300	\$ 168,700
3 State: Coastal Conservancy	43410	\$ 207,250
4 State: Dept. of Conservation	43420	\$ 728,572
5 State: Other	43790	\$ 972,388
6 Federal: Other	43890	\$ 1,825,850
7 County of Napa	43910	\$ 635,361
8 Napa County Flood Control District	43915	\$ 233,080
9 Other Governmental Agencies	43950	\$ 1,134,429
TOTAL INTERGOVERNMENTAL		\$ 5,905,630
OTHER REVENUES		
10 Charges for Services	46800	\$ 501,895
11 Other Grants	47150	\$ 367,600
12 Donations/Contributions	47500	\$ 193,500
TOTAL OTHER REVENUES		\$ 1,062,995
TOTAL REVENUE		\$ 7,511,051

EXPENSES		
Description	Account ¹	FY2027 Draft Budget
1 SALARIES & EMPLOYEE BENEFITS		
Salaries and wages	51100	\$ 2,155,722
Extra help	51110	\$ -
Cell Phone Allowance	51205	\$ 6,840
Medicare	51300	\$ 31,258
Employee Insurance: Medical	51400	\$ 246,000
Workers Compensation	51405	\$ 20,038
Unemployment Comp: Insurance	51410	\$ 5,320

	Retirement	51600	\$	297,000
	TOTAL SALARIES AND BENEFITS		\$	2,762,178
	SERVICES			
2	Administration Services	52100	\$	53,000
	Property Tax/Assessment Admin	52115	\$	6,000
	Agricultural Services	52120	\$	-
3	Accounting/Auditing Services	52125	\$	63,500
4	IT Services	52130	\$	87,000
5	Legal Services	52140	\$	27,000
	Lobbyist Services	52160	\$	500
6	Construction Services	52360	\$	25,000
7	Other Professional Services	52490	\$	3,399,215
	Maintenance: Vehicles	52520	\$	15,000
	Rents and Leases: Equipment	52600	\$	5,800
8	Rents and Leases: Buildings/Land	52605	\$	113,422
9	Insurance: Premiums	52705	\$	57,382
	Communications/Telephone	52800	\$	2,000
	Advertising/Marketing	52810	\$	2,050
	Printing & Binding	52820	\$	5,000
	Publications & Legal Notices	52830	\$	1,000
	Filing Fees	52835	\$	500
	Permits/License Fees	52840	\$	16,125
10	Training/Conference Expenses	52900	\$	62,600
	Business Travel/Mileage	52905	\$	24,123
	TOTAL SERVICES		\$	3,966,217
	SUPPLIES & OTHER			
	Office Supplies	53100	\$	4,000
	Office Supplies: Furniture/Fixtures	53105	\$	10,000
	Freight/Postage	53110	\$	1,000
	Books/Media/Subscriptions	53115	\$	800
11	Memberships/Certifications	53120	\$	18,000
	Fuel	53250	\$	8,000
12	Clothing and Personal Supplies	53300	\$	11,000
	Safety Supplies	53320	\$	600
	Landscaping/Agriculture Supplies	53325	\$	5,000
	Construction Supplies/Materials	53345	\$	20,000
	Minor Equipment/Small Tools	53400	\$	9,500
	Computer: Equipment/Accessories	53410	\$	10,000
	Computer: Software/Licensing Fees	53415	\$	29,000
	Special Department Expense	53600	\$	71,752
	Business Related Meals/Supplies	53650	\$	12,000

	Taxes and Assessments	54500	\$	20
	Depreciation Expense	54600	\$	-
13	Contributions (Public Agencies)	54800	\$	125,000
14	Community Grants (Non-Profits)	54805	\$	100,600
	Buildings and Improvements	55300	\$	-
15	Equipment	55400	\$	45,000
	TOTAL SUPPLIES & OTHER		\$	481,272
	TOTAL EXPENSES		\$	7,209,667

FY2027 Draft Budget

Total Revenues:	\$	7,511,051
Total Expenses:	\$	7,209,667
Net Surplus/(Deficit)	\$	301,384

Financial Snapshot

The Draft FY2026-27 Budget projects total revenues of \$7,511,051 and total expenses of \$7,209,667, resulting in a projected addition to fund balance of \$301,384. This represents a responsible budget that maintains the District's financial stability while supporting a robust program of work.

Projected revenues by major category are as follows:

- Taxes and Interest: \$542,426 (7% of total revenues)
- Intergovernmental Revenues: \$5,905,630 (79% of total revenues)
- Other Revenues: \$1,062,995 (14% of total revenues)

Projected expenses by major category are as follows:

- Salaries and Employee Benefits: \$2,762,178 (38% of total expenses)
- Services: \$3,966,217 (55% of total expenses)
- Supplies and Other: \$481,272 (7% of total expenses)

The draft budget reflects a significant reduction in total revenues and expenses compared to the FY2025-26 Adopted Budget (\$10,461,297 and \$10,522,707 respectively). The primary driver of this reduction is a change in how the California Department of Conservation's Regional Forest and Fire Capacity (RFFC) Program is administered. In FY2025-26, the District received and passed through a large advance payment to neighboring county organizations, which was reflected on both the revenue and expense sides of the budget. That advance mechanism is not anticipated to recur in FY2026-27, resulting in a significant reduction on both sides. Two additional factors contributed to the year-over-year reduction: the District is completing the grant terms for several important awards this fiscal year, including the CDFA Conservation Agriculture Planning Grants Program (CAPGP), which will not carry forward into FY2026-27; and federal revenues and expenses in FY2025-26 were significantly influenced by major construction costs associated with the Sulphur Creek Fish Passage Improvement Project, costs that were unique to that year and will not recur.

Budget Overview and Key Assumptions

The revenue projections in this budget reflect a combination of executed contracts, approved grants not yet under contract, and pending grant applications with a high likelihood of funding. While it is unlikely that all outstanding applications will be awarded, additional proposals are expected to be submitted during the fiscal year. The budget will likely be amended as funding levels are confirmed or updated.

Estimated revenue by source is as follows: state funding is projected to account for 29% of total revenues, federal funding 25%, local and regional governmental sources 23%, and all other sources 22%. Of intergovernmental funding, approximately 57% supports stream and habitat restoration and watershed sustainability, 28% forest health and wildfire resilience, 8% agriculture-related initiatives, and 7% urban sustainability efforts including urban forestry. Community education and engagement activities are integrated across all program areas. This distribution reflects a significant increase in on-the-ground restoration work focused on streams, wetlands, and riparian areas relative to previous years, driven in large part by the fish passage barrier remediation program and the Huichica Creek and Suscol Creek riparian and salt marsh restoration projects.

Federal funding is primarily driven by three major awards: a NOAA grant supporting the Napa River Watershed Fish Passage Restoration Program, a U.S. Forest Service grant for urban and community forestry projects, and a National Association of Conservation Districts (NACD) Technical Assistance grant funded through USDA-NRCS. None of the District's federal awards are currently frozen or canceled; however, the District is approaching additional federal funding opportunities cautiously given the current national funding environment. State funding remains a strong and diverse revenue base, supported by active relationships with the California Department of Food and Agriculture, the California Department of Conservation, CAL FIRE, the Wildlife Conservation Board, the State Coastal Conservancy, and the California Air Resources Board. While state budgetary pressures warrant ongoing monitoring, the District's state-funded portfolio reflects a healthy mix of active contracts and promising pending awards across its core program areas. Agreements with local governments remain key sources of support for community-based conservation work, including the Joint Powers Agreement with Napa County, a contract with the Flood Control District, and contracts with the cities of Napa and St. Helena. Donations and foundation grants are budgeted conservatively, reflecting the District's ongoing efforts to test and refine approaches to donor engagement and philanthropic outreach. Fee-for-service revenue is

similarly budgeted at a modest level, though donations, foundation grants, and fee-for-service opportunities together represent prime targets for funding diversification in the coming year.

Approximately 78% of all expenses are expected to be directly billable to projects. Several key trends are shaping the expense profile for the fiscal year:

Inflationary Pressures. The budget reflects significantly higher estimates across a range of expense categories in response to continued inflationary pressures, including fuel, computer equipment, and project materials. While the full extent of these impacts is difficult to predict, the budget has been conservatively adjusted to account for anticipated cost increases.

Staffing. The District is currently down two staff positions. While the budget includes capacity for additional hiring, the appropriate staffing level and skill mix requires further analysis. This process will include exploring how to best deploy existing internal talent in new or expanded ways.

Consulting Services. There remains significant demand for project-specific consulting services, particularly for specialized work the District cannot fully maintain in-house. Key areas include restoration and forest management planning, engineering and environmental compliance, Regional Priority Plan development and supporting platform, and vegetation management. As the District continues to lead more on-the-ground restoration, monitoring, and stewardship work directly, specialized and licensed consultants will remain an important complement to in-house capacity.

Pass-Through Funding. The District will continue to administer increased pass-through funding to public agency and nonprofit partners, particularly for regional forestry and agriculture programming in counties beyond the District's primary service area.

Organizational Development and Infrastructure. The budget reflects continued investment in organizational development priorities aimed at strengthening internal systems and long-term capacity. This includes a light remodel of Suite 100B to better accommodate additional staff and interns, an additional vehicle to support expanded field operations, and the evaluation and implementation of new financial and project management systems.

Revenue and Expense Notes

Revenues

- 1 Property Tax:** Assumes a 5% increase in property tax revenue over the FY2026 amount.
- 2 California Department of Food & Agriculture (CDFA):** Includes five grant agreements: three currently under contract and active, and two pending award with strong probability of funding. The two largest are a CDFA Water Efficiency Technical Assistance (WETA) grant and a CDFA Weed Management Area (WMA) grant. CDFA funding supports the District's agricultural technical assistance, planning, assessment, outreach, and education programming, including irrigation efficiency and soil health initiatives.
- 3 State Coastal Conservancy (SCC):** Includes one award administered regionally through the Humboldt RCD, which passes through funding to the District to support forest health and wildfire resilience activities in Napa County. Funded activities include vegetation management at Westwood Hills Park and capacity-building for the Napa Prescribed Burn Association.

4 California Department of Conservation (DOC): Funding consists primarily of a Regional Forest and Fire Capacity (RFFC) Program block grant serving Napa, Lake, Solano, Sonoma, Yolo, and Colusa Counties. The majority of this year's funding will support development of the Regional Priority Plan, in addition to funding for the Napa Prescribed Burn Association, technical assistance, and project planning. Also included is a smaller DOC award supporting the District's contribution to a webinar series on RCD and Land Trust partnerships to implement nature-based solutions for land conservation across California.

5 Other State Agencies: Includes seven agreements across three state funding sources: four from CAL FIRE, two from the Wildlife Conservation Board (WCB), and one from the California Air Resources Board (CARB). WCB funding represents the majority of this category (62%), supporting the District's fish passage barrier remediation program. CAL FIRE funding accounts for 18% of the category, much of which supports the North Bay Forest Improvement Program and the City of Napa Community Wildfire Protection Plan. The remaining balance reflects the CARB agreement.

6 Federal Agencies: Includes eight agreements across multiple federal funding sources. Six of the eight agreements are currently under contract and active; the two NACD grants are pending award. Approximately 65% of federal revenue is anticipated from a NOAA grant supporting the District's fish passage barrier remediation program. The remaining federal revenue is spread across four additional sources, together accounting for nearly 34% of the total:

- US Forest Service: Urban and community forestry project agreement
- USDA-NRCS (via Lake RCD and Solano RCD): Technical assistance funding through two National Association of Conservation Districts (NACD) grants supporting the District's forestry and agriculture programs (pending award)
- Bureau of Reclamation: WaterSmart grant supporting watershed group formation
- USDA Farm Service Agency: Technical assistance for the Emergency Forest Restoration Program, administered through an agreement with the California Association of Resource Conservation Districts (CARCD)

7 County of Napa: Includes one Joint Powers Agreement (JPA) with Napa County supporting long-term natural resource management and protection across a broad range of program areas, including groundwater sustainability and watershed health, environmental monitoring, natural resource inventory and assessment, erosion control, forest health, public outreach and education, and data management.

8 Napa County Flood Control District: Includes one contract supporting hydrologic monitoring and water quality services, including maintenance of the Regional Rainfall and Stream Monitoring System, stream gauging, hydrologic monitoring and modeling, and support for the Napa Countywide Stormwater Pollution Prevention Program.

9 Other Governmental Agencies: Includes eight contracts across six governmental agency partners. The dominant funding source is the San Francisco Bay Restoration Authority (SFBRA), accounting for 81% of category revenue and supporting restoration planning and permitting at Huichica Creek. The City of Napa represents approximately 10% of category revenue through three agreements:

- City of Napa Water Division: Water conservation initiatives
- City of Napa Parks & Recreation Department: Urban forestry and related conservation efforts
- City of Napa: Climate action and education initiatives

The remaining contracts account for approximately 9% of category revenue and include agreements with the City of St. Helena, the Napa County Groundwater Sustainability Agency (GSA), the Napa Valley Transit Authority, and the North Bay Watershed Association.

10 Charges for Services: The majority of revenue in this category (91%) comes from a mitigation funding agreement supporting the Huichica Creek Riparian and Salt Marsh Restoration Project. The remaining 9% reflects a mix of fee-for-service agreements, including maintenance support for the Carneros and Huichica stream gauges, technical assistance to the Land Trust of Napa County, and compliance services to the Napa Farm Bureau related to vineyard Waste Discharge Requirements (WDR).

11 Other Grants: Includes six grant sources, three of which are currently under contract and active and three of which are pending. Two of the three active agreements together account for 74% of category revenue and are both with Blue Forest, supporting development of a Napa County-focused prioritization platform to help project planners and implementers identify where forest and ecosystem restoration projects will best meet conservation priorities. The remaining four grant sources represent foundation funders that have historically supported the District's work, three of which are pending award.

12 Donations and Contributions: Includes revenue from individual donations, event contributions, and GiveGuide participation. The District has set a donor engagement goal of \$150,000 for the fiscal year.

Expenses

1 Salaries and Employee Benefits: Reflects compensation and benefits for the District's current 16 staff, with capacity for additional staffing growth during the fiscal year. The appropriate level of growth remains under analysis and will be evaluated as the year progresses. The salary schedule includes a 2.5% cost-of-living adjustment based on the 12-month SF Bay Area Consumer Price Index (CPI). The District is maintaining its current Kaiser medical plan and Principal dental, life, and long-term disability (LTD) plans, administered through Arrow Benefits, as well as its CalPERS pension obligation.

2 Administration Services: Includes consultant support for recruitment and on-call human resources (HR) services.

3 Accounting and Auditing Services: Includes fees for Napa County Auditor-Controller Office support, annual and federal audits, and on-call accounting services. Also includes consultant support for developing an indirect cost rate (ICR) proposal and budget forecasting.

4 IT Services: Approximately 80% of budgeted IT expenses reflect ongoing services provided by two vendors: Napa County ITS, which operates the District's financial and payroll systems, and EndSight, a third-party provider of network and business computer support services. The remaining IT expenses primarily reflect consultant costs to support the evaluation and implementation of new financial and project management system(s).

5 Legal Services: Covers legal services provided by County Counsel or outside legal counsel as needed. Costs are anticipated to be lower than in recent years, reflecting a reduced need to navigate complex legal aspects of large grant agreements, subcontracts, and bidding processes.

6 Construction Services: The District plans to undertake a light remodel of Suite 100B with the goals of accommodating up to three additional workspaces, achieving fire code compliance through the addition of a secondary suite exit, and enhancing the kitchen area. Total remodel costs are distributed across multiple expense categories and are anticipated to total \$65,000.

7 Other Professional Services: Approximately 3% of budgeted costs in this category are non-billable to projects and cover communications, graphic design, website improvements, interior design, and other specialized services. The remaining 97% supports project-specific professional services, with the largest expenditures attributed to fish passage barrier remediation engineering and environmental compliance, Huichica Creek and Suscol Creek restoration planning and permitting, forest management planning and environmental compliance, Regional Priority Plan development including a supporting platform, and vegetation management.

8 Rents and Leases: Includes the District's office space at 1303 Jefferson Street (Suites 100B, 110B, and 700B) and a storage unit. Also includes event space rental for the Watershed Symposium and other educational events.

- 9 Insurance Premiums:** Coverage is provided through the Special District Risk Management Authority (SDRMA). Premiums have increased over time reflecting both staffing growth and broader inflationary pressures.
- 10 Training and Conference Expenses:** Training costs are funded through a combination of District general funds and grant sources. Budgeted activities include individual staff professional development as identified through the annual goal-setting process, participation in the California Association of Resource Conservation Districts (CARCD) Annual Conference, a leadership development program, and targeted all-staff trainings addressing critical organizational needs.
- 11 Memberships and Certifications:** Includes annual membership dues for professional and industry associations, including the California Association of Resource Conservation Districts (CARCD), National Association of Conservation Districts (NACD), California Special Districts Association (CSDA), American Fisheries Society, Napa Valley Grapegrowers, and Napa County Farm Bureau. Also includes professional licensing and certification costs for applicable staff, such as Certified Professional in Erosion and Sediment Control (CPESC) and Certified Crop Adviser (CCA) credentials.
- 12 Clothing and Personal Supplies:** Includes a \$300 per-staff allowance for work-related clothing and footwear, as well as a budget for District-branded apparel such as hats and shirts.
- 13 Contributions (Public Agencies):** Includes subcontracts with partner Resource Conservation Districts - Colusa, Lake, Solano, Sonoma, and Yolo RCDs - to deliver Regional Forest and Fire Capacity (RFFC) Program block grant activities in their respective counties. Also includes subcontracts with Sonoma, Dixon, Lake, and Solano RCDs for irrigation efficiency services under the CDFA Water Efficiency Technical Assistance (WETA) grant.
- 14 Community Grants (Non-Profits):** Includes subcontracts with nonprofit organizations supporting the Regional Forest and Fire Capacity (RFFC) Program block grant. Also includes small awards to local nonprofit partners assisting with District projects, as well as educational awards for Teen Conservation Interns, teacher stipends, and youth scholarships.
- 15 Equipment:** Includes the purchase of one used vehicle to support increased field operations. Vehicle demand has grown significantly in recent years as field work has expanded across the District's programs.



Subject:	Recommendation to Award Emerging Environmental Leaders Scholarships
To:	Board of Directors, Napa County Resource Conservation District
From:	Frances Knapczyk, Program Director
Date:	June 11, 2026

Executive Summary

This memorandum recommends the 2026 Napa RCD Emerging Environmental Leaders Scholarship be awarded to Applicant #2 and #6.

The purpose of this scholarship is to celebrate the contributions of young leaders who have partnered with Napa RCD to voluntarily care for Napa County's land, water, soil, wildlife, and people. Each student will receive \$1,000 to honor, acknowledge, and support their academic and professional goals, and to foster a shared and inclusive culture of conservation.

Napa RCD Staff and partners promote the scholarship annually to students across Napa County. Eight students applied for the 2026 Scholarship. Where possible, identifying information is redacted to maintain impartiality when scoring applications. Six Napa RCD Board and Associate Directors scored the applications according to a rubric provided to student applicants. The two highest scoring applications are recommended for the 2026 Scholarship.

Recommendation

Staff recommends that the Board of Directors award Applicant #2 and #6 for the 2026 Napa RCD Emerging Environmental Leaders Scholarship.



Napa RCD Scholarship for Emerging Environmental Leaders

The purpose of the Emerging Environmental Leaders Scholarship is to celebrate the contributions of young leaders who have partnered with the Napa County Resource Conservation District (Napa RCD) to voluntarily care for Napa County's land, water, soil, wildlife, and people. As the hub for conservation in our community, Napa RCD is honored to recognize, activate, and empower the next generation of environmental stewards.

This scholarship is open to students graduating from any high school, high school equivalent, or GED program in Napa County.

Two \$1,000 awards will be granted during the 2025-26 school year.

Eligibility

- Must be graduating from a Napa County high school or completing a GED or high school equivalent within Napa County.
- Must be actively enrolling in an accredited two-year (junior/community college) or four-year college/university, vocational program, career pathway, or a related certificate program.
- Must complete the scholarship application by the deadline.
- Must provide contact information for 1 person (not a family member) who can attest to your commitment to environmental service. Acceptable contacts can be teachers, coaches, employers, guidance counselors, or others.

Deadline to apply is 11pm PST, April 30, 2026

Priority consideration will be given to students who have actively participated in Napa RCD programs or activities, beyond required classroom presentations and field trips. Students should record and document all occasions when they have participated in Napa RCD programs. Applicants should be prepared to share how their future will include environmental stewardship, conservation actions, activities, experiences, studies, or a potential career pathway.

Examples of Napa RCD programs and conservation stewardship/service activities include:

- Volunteering at a cleanup event such as Earth Day, Coastal Cleanup, or Waterways Keepers
- Volunteering on acorn planting or stewardship days
- Completing an internship
- Volunteering with in other environmental or community health-based activities such as Napa Open Space District, Skyline Park, or the Martha Walker Native Plant Garden/CNPS

We recommend subscribing to Napa RCD's eNewsletter, Facebook, and Instagram pages to stay informed about our programs and activities. Current programs and activities can be found at NapaRCD.org and @NapaRCD on [Facebook](#) and [Instagram](#).

To apply please visit NapaRCD.org/Scholarship

What high school, high school equivalent, or GED program are you completing? *

High School diploma

Application Questions

1. Do you intend to enroll in a college, university, vocational program, job training, or certificate program? What course of study are you interested in pursuing? (150 word limit) *

After high school I am planning to go to a university. I am interested in pursuing Environmental Engineering, Water Conservation or possibly Marine biology. I am hoping to have opportunities to learn more about our environment in any sort of training, internships or community service available to me.

2. How is this scholarship directly related to your interests and goals for your future? How could this scholarship help you pursue your environmental goals and interests? (300 word limit) *

My goals and interest for the future is to help solve the environmental problems affecting our world today so we can all live on this planet and enjoy it to the fullest while also protecting and taking care of our environment. I also want to help enforce more laws to protect certain land from excessive tree harvesting, hunting, and mining. I believe that this scholarship will help me achieve my goals by not only helping me financially but helping me mentally. Having help paying for the things I need to take further steps into my journey to protect our environment will help me a lot.

3. Have you been involved in any activities with Napa RCD such as acorn planting volunteer days, cleanup days, internship, or class or field trips? If yes, please describe those activities here. Did those activities influence you in any way? (300 word limit)

No I unfortunately have not and I plan on volunteering in the future and into the next westwood hills french broom pull.

4. Describe any other volunteer environmental service projects you have participated in such as clubs and other extracurricular activities, NOT classroom activities (300 word limit) *

I have done my own environmental services that include garbage clean up and planting sunflowers and roses in my neighborhood. I've gone to Kennedy park, skyline, and westwood hills by myself to pick up any trash that I find. I've done this multiple times and I enjoy it very much. Although I am in an environmental club at my school, I have been a part of the club for 2 years. We recently started a petition to plant more trees at my school with real data of the different temperatures around the school and how trees can help decrease the temperature. We have also done garbage clean ups around the school and at Fuller park as well. We have recently been working on a project where we are painting reasonable toat bags to give out to classmates to promote their usage and demote plastic bag usage.

5. Please describe any experiences that influenced you to become interested in the environment? (300 word limit) *

I love nature because I've always been interested in animals and the beauty of the environment. Ever since I was young I've always enjoyed learning about animals. I would read and watch videos about fun facts about animals and plants, and I still do to this day. The men in my life have always brought me around nature and their interest in it. My uncle would bring me to his little barn of chickens out in his vineyards that was surrounded by trees, creeks and lots of different plants. My dad grew up surrounded by nature and he has been a big influence on me for his love of fishing and crafting things out of natural materials. My dad also takes me and my brother on nature hikes and walks and I enjoy that very much. I've always loved nature as a kid but now that I am a bit older I truly appreciate it very much. The joy and happiness that nature brings, specifically fishing, hiking, kayaking, and wildlife photography inspires me to show others the beauty of our environment and to teach others how to protect it.

6. What role do you see yourself playing in creating a positive environmental future? (300 word limit) *

I see myself playing any role that helps our environment. I will continue to do the little things that help but I wish to be making a greater impact in the future. I strive to become someone who teaches others about our environment because it's not that people don't care about our environment but because of the lack of knowledge they have. That is why most people in our community make poor decisions that lead to the harm of wildlife or increase of global warming. Another plan I have is being someone who actually takes action and helps protect our environment in any way, such as garbage cleanup, electricity/water management, or by helping bring ideas to life to make a more sustainable lifestyle for my community.

7. Please describe an environmental issue you care about in Napa County? How does this issue affect the community where you live? What related change(s) would you like to see in the future? (300 word limit) *

Some environmental issues that worry me about Napa County are the mass usage of pesticides, and littering. The large amounts of pesticides used in our vineyards is dangerous, and unnecessary at times. This is a problem in our community because of how pesticide exposure can lead to long term health problems for us, our animals, and our plants. Pesticides seep into our waterways and contaminate the water for the plants and animals that live in it and consume it. Adding on, physical pollution to our community and a huge problem as well. Garbage being left in our environment not only makes it look unpleasant but actually harms the ecosystems. The effects of physical pollution include habitat destruction, harmful greenhouse gas emissions and the contamination of our land, water, and air. I would like to see our community take these problems more seriously by enforcing stricter regulations and laws. I believe that people don't have the knowledge of the harm these actions are doing to our environment and I want to see more schools teaching the importance of keeping our community healthy and safe for not just us but for the animals too.

What high school, high school equivalent, or GED program are you completing? *

High school

Application Questions

1. Do you intend to enroll in a college, university, vocational program, job training, or certificate program? What course of study are you interested in pursuing? (150 word limit) *

I intend to enroll at University of California, Davis to study Environmental Policy Analysis and Planning.

2. How is this scholarship directly related to your interests and goals for your future? How could this scholarship help you pursue your environmental goals and interests? (300 word limit) *

This scholarship directly supports my goal of majoring in environmental policy and building a career focused on protecting local ecosystems through community-based solutions. My experiences with Napa RCD have shown me that environmental challenges are not just scientific, but rather also shaped by policy, education, and community engagement. I want to be part of creating policies that are both practical and impactful at a local level. Receiving this scholarship would allow me to focus more fully on my education and pursue opportunities such as internships, research, and fieldwork related to conservation and sustainable land use. I am especially interested in how policies can support watershed health, wildfire resilience, and habitat restoration in regions like Napa County. Through my future studies, I hope to gain the skills to bridge the gap between environmental science and public policy. Ultimately, I want to return to communities like mine and contribute to programs that protect natural resources while supporting the people who depend on them.

3. Have you been involved in any activities with Napa RCD such as acorn planting volunteer days, cleanup days, internship, or class or field trips? If yes, please describe those activities here. Did those activities influence you in any way? (300 word limit)

Through my internship with Napa RCD, I gained hands-on experience in environmental stewardship and learned how local conservation efforts make a real difference. I also participated in cleanup days, where I worked alongside community members to remove waste from natural areas and help restore local habitats in oak planting days. These experiences had a strong impact on me. I saw firsthand how small, consistent actions; such as removing trash or maintaining ecosystems, which can improve the health of the environment. The internship also helped me understand the importance of collaboration between organizations, volunteers, and the community in addressing environmental challenges. Being involved with Napa RCD strengthened my interest in pursuing environmental policy. It showed me that meaningful change often starts at the local level, and that policies need to reflect the needs of both the environment and the community

4. Describe any other volunteer environmental service projects you have participated in such as clubs and other extracurricular activities, NOT classroom activities (300 word limit) *

In addition to my work with Napa RCD, I have participated in other environmental service activities through community and extracurricular involvement. These experiences have included volunteer work focused on keeping public spaces clean and raising awareness about environmental responsibility. Through these activities, I developed a stronger sense of responsibility for protecting the environment and learned the value of taking initiative. Working with others toward a shared goal also showed me how community engagement plays a key role in environmental progress. They have helped me understand that lasting change requires both individual action and broader systemic solutions, which I hope to contribute to in the future.

5. Please describe any experiences that influenced you to become interested in the environment? *
(300 word limit)

My interest in the environment began in AP Environmental Science, where I learned about the connections between human activity and natural systems. Studying topics such as air pollution, water quality, and climate change helped me understand how environmental issues directly affect communities. That class sparked my curiosity and motivated me to learn more beyond the classroom. I was then able to apply what I learned through my internship with Napa RCD and by participating in community cleanup days. During these experiences, I saw firsthand how pollution impacts local waterways and ecosystems and humans ultimately caused most environmental issues. Being involved in restoring these areas made the concepts I learned in class feel real and immediate. These experiences inspired me to pursue environmental policy so I can work on solutions that address these issues at a larger scale. They showed me that protecting the environment requires both knowledge and action, and I am motivated to be part of that work.

6. What role do you see yourself playing in creating a positive environmental future? (300 word limit) *

I see myself contributing to a positive environmental future by working in environmental policy, with a focus on transportation, air quality, and water systems. These areas are closely connected, and I am interested in developing solutions that reduce pollution while improving community health. In the future, I hope to work on policies that promote cleaner transportation options, such as reducing vehicle emissions and supporting sustainable infrastructure. I am also interested in improving air quality standards and protecting water resources through better management and conservation practices. Additionally, I want to help create policies that are informed by data but also reflect the needs of the people they affect. I also see myself continuing to stay involved at the local level, working with communities to implement and support these policies. By combining education, hands-on experience, and policy work, I hope to contribute to long-term environmental improvements that benefit both ecosystems and the people who rely on them.

7. Please describe an environmental issue you care about in Napa County? How does this issue affect the community where you live? What related change(s) would you like to see in the future? (300 word limit) *

One environmental issue I care about in Napa County is water quality and pollution in local waterways. Through my participation in cleanup days and my internship with Napa RCD, I have seen how trash and runoff can negatively impact creeks and surrounding ecosystems. This issue affects the community by harming wildlife, reducing water quality, and impacting the overall health of the environment. It can also affect agriculture and recreation, which are important parts of Napa County. I would like to see stronger efforts focused on both prevention and long-term solutions. This could include improving stormwater management, reducing pollution from transportation sources, and increasing education about how everyday actions affect water systems. Policies that address runoff and protect waterways would also make a significant difference. Addressing water pollution requires looking at broader systems and creating policies that reduce environmental impact overall. In the future, I hope to be involved in developing solutions that protect water resources while also supporting the needs of the community.

What high school, high school equivalent, or GED program are you completing? *

Completed High School

Application Questions

1. Do you intend to enroll in a college, university, vocational program, job training, or certificate program? What course of study are you interested in pursuing? (150 word limit) *

I have enrolled in a fall course at Solano Community College and I plan on enrolling in the EMS program, fire technology, welding, and possibly taking other classes that would benefit my future career.

2. How is this scholarship directly related to your interests and goals for your future? How could this scholarship help you pursue your environmental goals and interests? (300 word limit) *

In the near future after my courses at Solano, I want to join the California Conservation Core and later on pursue a career in a fire or rescue agency. I am also interested in reforestation jobs and other environmental careers. Later on in my life, I want to pursue being an aerial firefighter. There's lots of ideas I have for the future I just haven't narrowed it down yet.

3. Have you been involved in any activities with Napa RCD such as acorn planting volunteer days, cleanup days, internship, or class or field trips? If yes, please describe those activities here. Did those activities influence you in any way? (300 word limit)

In the past I was a part of multiple field trips going to Skyline Park and doing various tasks to help benefit the nature within it. I also joined the four-month Teen Conservation Internship which was an amazing opportunity and opened more paths for me in the future. These activities helped solidify my strong feelings of dedication and determination towards helping the world, its beauty and the people that enjoy it.

4. Describe any other volunteer environmental service projects you have participated in such as clubs and other extracurricular activities, NOT classroom activities (300 word limit) *

I have done some upkeep at Lake Berryessa, maintaining trails along the shoreline. I also spend time cleaning up trash when I go exploring, fishing or doing any activities out in nature.

5. Please describe any experiences that influenced you to become interested in the environment? (300 word limit) *

My whole life I have had a connection with nature. When I was a kid we would go outside for entertainment, and as I grew older, I learned more and it developed into a need to take action against industrialism and spend as much time dedicating my life to helping the environment. Growing up I noticed the harm being done to the environment. I have always been against the rapid growth of capitalism while environmentalism has become less and less of a prominent issue in the eyes of politicians. These problems influence me to have a strong heart and not give up on my plans for the future.

6. What role do you see yourself playing in creating a positive environmental future? (300 word limit) *

In the future, I plan to be on the ground, out in nature going out and taking care of the Earth. Whether that be reforestation or weed removal or wildfire firefighting. It will take a while to know exactly what I want to settle on, but with the gained experiences in whatever careers I pursue I know I only want to benefit the environment around me.

7. Please describe an environmental issue you care about in Napa County? How does this issue affect the community where you live? What related change(s) would you like to see in the future? (300 word limit) *

An environmental issue that I care about in Napa County is the lack of native plants. All throughout Napa County, acres upon acres of wineries take up space and produce wine for the people. But many of these wineries have nothing but grass between their rows, and it isn't beneficial to the surrounding wildlife at all. The changes and plans being made to fix this is to put native plants in between rows, so the vineyards are more beneficial to the local environment. I want this to be implemented into all wineries, putting endemic and other beneficial species between rows of vineyard would help the wildlife and the animals within it.

What high school, high school equivalent, or GED program are you completing? *

Napa High

Application Questions

1. Do you intend to enroll in a college, university, vocational program, job training, or certificate program? What course of study are you interested in pursuing? (150 word limit) *

I am enrolling at UC Berkeley under the Environmental Engineering major. I am interested in pursuing environmental engineering due to my passion for sustainability and the environment, as well as engineering. With an engineering degree, I will have the skills to effectively tackle environmental problems and design ways to decrease pollution as well as promote sustainability.

2. How is this scholarship directly related to your interests and goals for your future? How could this scholarship help you pursue your environmental goals and interests? (300 word limit) *

The Napa County RCD's goal to conserve natural resources such as our water and soil directly relates to the projects and objectives I will be pursuing in Environmental Engineering. One of the various aspects of environmental engineering include designing wastewater treatment systems and finding ways to effectively treat the water, which promotes water preservation. Another aspect is removing toxic chemicals from and treating contaminated soil, which can also be prevented by designing effective waste management systems. This scholarship will aid me in paying for a higher education in pursuit of an environmental degree, in which I hope to contribute to pollution control and sustainable infrastructure.

3. Have you been involved in any activities with Napa RCD such as acorn planting volunteer days, cleanup days, internship, or class or field trips? If yes, please describe those activities here. Did those activities influence you in any way? (300 word limit)

I first volunteered for the Napa RCD on Earth Day, where I helped direct pop-up stand owners and people to our Earth Day Event downtown. I then began to volunteer for hands-on work, which would make a real impact on the local watersheds and environment. I volunteered for the "Trashure Hunt" on Coastal Cleanup Day where I picked up hundreds of pieces of trash, and I learned about the detrimental impacts of items I picked up such as cigarettes, and how they pollute the river through chemical leaching after being washed into the water.

Another time I volunteered for the tree planting and mulching at vineyard park, where I contributed to planting 50 oak trees of three different species. This experience deepened my understanding on how mulching the ground near a tree helps to increase water retention, suppress weeds from growing, as well as provide protection to the trunk. In addition to this, I understood from my previous knowledge how planting various oak species in the park increased biodiversity and would eventually provide habitats to animals that inhabit it. Lastly, I helped plant some more trees at Kennedy Golf Park, including some pine trees and oak trees. All of these various opportunities showed me how important it is to volunteer and work towards preserving the environment while also confirming my interest in environmental engineering.

4. Describe any other volunteer environmental service projects you have participated in such as clubs and other extracurricular activities, NOT classroom activities (300 word limit) *

I have participated in the Environmental Club at my school, where we worked to propose a tree planting plan to increase tree canopy in student zones and reduce the effects of a heat island. I surveyed the surface temperature of various paved areas across campus and marked down the coordinates and temperatures surveyed in order to find out how temperatures vary in student zones, especially on paved surfaces. We have also done smaller projects such as painting tote bags to promote reducing, reusing, and recycling and learned about sustainable practices.

5. Please describe any experiences that influenced you to become interested in the environment? *
(300 word limit)

Spending lots of time on hikes, camping, or at the beach with my family growing up has given me a love and appreciation for nature and its beauty. This inspired me to want to learn more about nature, the wildlife that inhabit it, as well as ways to protect the environment. With this interest I decided to take AP Environmental Science my junior year, and following this class I became interested in pursuing an environmental related major in college. On top of this, my experiences from my volunteer activities inspired me to continue my service to protect the environment and confirmed my interest in an environmental related major. This also helped me realize that I have the ability to make an impact on my own and there are many others that have the same mindset. With my passion in environmental protection and knowledge in math and science, I decided to pursue a degree in environmental engineering.

6. What role do you see yourself playing in creating a positive environmental future? (300 word limit) *

In my pursuit of a career in engineering, I believe I will have the privilege to play a role in designing sustainable infrastructure and contributing to pollution control in the soil, water, and air. For my vision of a positive environmental future, I hope to contribute to projects that are focused solely on promoting sustainability in construction projects and I wish to find ways to minimize the environmental impacts from construction. I also hope to participate in solving the several issues regarding pollution and to design ways to reduce the amount of pollutants in our air, soil, and water. Overall, I will have the ability to contribute to creating a positive environmental future through engineering and I can pursue this goal through many various aspects of environmental protection.

7. Please describe an environmental issue you care about in Napa County? How does this issue affect the community where you live? What related change(s) would you like to see in the future? (300 word limit) *

The leaching of toxic chemicals and excess nutrients from landfills, industrial waste, and agricultural practices into the Napa river has led to the pollution of our local watershed. The Napa river is not only a habitat for various fish species, but is also a source of agricultural and municipal water supply. Additionally, the bioaccumulation of toxic chemicals in fish can be hazardous to both the fish and to humans who consume them. By fixing this problem, fish species would have a cleaner and safer environment, health hazards from eating the fish would be prevented, and the Napa river would be a cleaner place for recreational use. One crucial step to help address this issue of nutrient runoff is to promote and enforce safer and cleaner agricultural practices, such as the use of cover crops and seasonal crop rotation. Not only do these sustainable agricultural practices help prevent erosion, they also prevent the use of fertilizer and pesticides for crops which in effect decreases the amount of chemical runoff. Additionally, on a larger scale, the prevention and restriction of the amount of PFAS and other toxins in landfills would decrease the amount of chemical leaching of these chemicals into our waterways and rivers. Lastly, I believe that the correct management of industrial waste and proper disposal can decrease the amount of chemicals that runoff into storm drains and into our watershed. Overall, I believe that through the promotion and practice of sustainable agricultural practices, improved waste management, and restriction on chemicals in landfills will lead to a cleaner and healthier river for the Napa community and environment.

What high school, high school equivalent, or GED program are you completing? *

St. Helena High School

Application Questions

1. Do you intend to enroll in a college, university, vocational program, job training, or certificate program? What course of study are you interested in pursuing? (150 word limit) *

I am committed to attending Cal Poly San Luis Obispo to pursue a degree in Agricultural Sciences and earn my teaching credential. My goal is to become a high school agriculture teacher and FFA advisor in California. To achieve this, I plan to maximize my course load and graduate within three years, allowing me to return to my community sooner to support my family and the local agriculture industry. I intend to broaden my perspective by studying the Future Farmers of Japan (FFJ) to bring a sense of collective responsibility back to California's classrooms. My journey is dedicated to ensuring that the future of California agriculture is led by voices that are informed and ready to build a sustainable future.

2. How is this scholarship directly related to your interests and goals for your future? How could this scholarship help you pursue your environmental goals and interests? (300 word limit) *

This scholarship is an investment in my goal to bridge the gap between traditional agricultural production and environmental conservation. As an aspiring educator, I believe that farming and protection must work together. Receiving this award would remove financial barriers to important study and research programs, such as conducting field research on African penguin habitat restoration or leading research on Cal Poly's 10,000 acres of living laboratory. This allows me to teach conservation from a place of experience rather than a textbook.

Furthermore, the scholarship supports my commitment to regenerative agriculture. My research has focused on holistic soil health and closed-loop nutrient cycles, restoring ecosystems over chasing profits. I have investigated regenerative grazing with Napa Pasture Protein, using technologies like the microBIOMETER to prove how ruminant integration regenerates land. By removing the barrier of travel and research costs, this scholarship transforms me from a student into an informed, active educator ready to bring international solutions to local environmental problems.

3. Have you been involved in any activities with Napa RCD such as acorn planting volunteer days, cleanup days, internship, or class or field trips? If yes, please describe those activities here. Did those activities influence you in any way? (300 word limit)

While my primary involvement has been through Napa Ranch 4-H and St. Helena FFA, these local agricultural roots have shaped my entire worldview. My early access to the FFA community was the first significant educational opportunity that shaped my love of agriculture.

I have actively participated in local agricultural stewardship, such as the St. Helena FFA Vine Pruning Team, where I learned skills from industry professionals and placed 7th high individual at the state level.

Additionally, my research project with Napa Pasture Protein allowed me to conduct a longitudinal study on how ruminant grazing impacts nitrogen cycling and soil microbiomes as a sustainable fire-prevention alternative in California. These activities influenced me by proving that agriculture in Napa is a "family that builds our nation." They taught me that the role of agriculture here is more than an economic boost; it is about the grit, work ethic, and loyalty necessary to protect our lands from urbanization.

4. Describe any other volunteer environmental service projects you have participated in such as clubs and other extracurricular activities, NOT classroom activities (300 word limit) *

I have served as the Napa Ranch 4-H Farm to Fork Teen Leader where I mentored over 30 children under age 12 on food safety, gardening, and nutrition. I instructed students on sustainable gardening and food security awareness.

Additionally, I completed an agriscience research project in the area of social systems where I co-designed multiple community surveys to quantify public bias regarding "biosolids." I proved that research-based facts increase consumer support for sustainable agriculture by 37.5%, serving as a form of environmental advocacy through education.

Over the past two years I have also worked as a St. Helena High School Physical Therapy Team Intern. I completed over 100 hours assisting a licensed physical therapist with athlete care. While focused on human health, this role reinforced my dedication to community service and the "support player" mindset necessary for any successful collective effort. It also taught me key skills in patient confidentiality, emergency response, attentiveness, and consensus building.

Finally, this past October I served a National FFA Delegate at the 98th National FFA Convention. I represented California's interests on the delegate floor, voting on key issues that shape the future of agricultural stewardship and policy nationwide as well as working with students from other states to create a framework for the future of FFA.

5. Please describe any experiences that influenced you to become interested in the environment? *
(300 word limit)

My interest began in the mud puddles of my family's seven-acre ranch. I have vivid memories of planting acorns across the ranch and playing in the creek, watching salamanders and trying to catch frogs. A pivotal moment occurred at age ten when I traveled to Redwood National Park. Walking among trees made me feel minuscule, and I realized how privileged I was to experience the outdoors.

This wonder evolved into a challenge through sports and livestock. Sweating through soccer games and racing against the sunset to finish working with my lambs taught me that the outdoors is a force of both beauty and power. These experiences grounded me, teaching me that the environment provides for our needs and inspires our beauty. My father's diagnosis with Early Onset Parkinson's caused by pesticide exposure further sharpened this interest; it made me realize the deep connection between environmental health, agricultural practices, and human well-being, driving my focus toward sustainable, regenerative solutions and advocacy.

6. What role do you see yourself playing in creating a positive environmental future? (300 word limit) *

I see myself as an advocate, steward, and educator. As a teacher, I will play a role in determining the career paths, voting patterns, and environmental identities of the next generation. My goal is to create a classroom culture of curiosity and questioning where students engage in restorative agriculture and research, focusing on restoring and appreciating ecosystems rather than just extracting from them for profits.

I will use my background as a National Agriscience Reserve Champion to empower students to use data-driven restoration. By teaching the collective responsibility I hope to learn from the FFA's sister program, FFJ in Japan, I will help build a more resilient food system. I want to demonstrate that agriculturalists are the primary guardians of the environment, ensuring that the future of California agriculture is led by voices that are informed, compassionate, and ready to act.

7. Please describe an environmental issue you care about in Napa County? How does this issue affect the community where you live? What related change(s) would you like to see in the future? (300 word limit) *

I am deeply concerned about urban sprawl and the preservation of agricultural land in Napa County. Without organizations like the Farm Bureau fighting to protect our lands, I am scared to lose the beautiful view of Napa's sloping hills in the morning on the drive to school, the herds of deer that graze in the open fields down my street, and the occasional possum or fox that bound across the road to high-rises and thermal heat inversion.

This issue affects my community by threatening the very roots that hold up families generation after generation. To combat this, I am passionate about regenerative fire prevention. In Napa, the risk of wildfire is a constant reality and often after a fire, farmers are unable to recover economically and keep their land. I conducted research on how ruminant grazing can serve as a sustainable fire-prevention alternative that actually improves soil microbiomes rather than degrading them.

In the future, I would like to see a more widespread adoption of these regenerative tools, such as recycling nutrients back into the soil through biosolids and ruminant integration. By preserving our land for tomorrow it is possible for us to keep it beautiful, useful, and prevent urbanization. I want to see our community remain resilient and forward-thinking, prioritizing the beauty and power of our natural landscape over unchecked industrial expansion.

Reference

*

r

What high school, high school equivalent, or GED program are you completing? *

Vintage High School

Application Questions

1. Do you intend to enroll in a college, university, vocational program, job training, or certificate program? What course of study are you interested in pursuing? (150 word limit) *

Yes, I will be attending UC Berkeley next year and will study Environmental Science (BS).

2. How is this scholarship directly related to your interests and goals for your future? How could this scholarship help you pursue your environmental goals and interests? (300 word limit) *

As someone who plans to pursue a career in an environmental field, this scholarship is related deeply related to my interests. This scholarship is to honor those who have done environmental service to better the community, and whether I end up with a career in public policy or STEM, I hope to continue being a steward to our earth. This scholarship will help me pursue my goals and interests because it may help me conduct and fund any personal research I may want to do as part of a passion project this summer and beyond in college. In college, specifically, there are programs that allow me to gain funding to do research, but it may not cover all of it, so this money could help me cover the rest of the costs.

3. Have you been involved in any activities with Napa RCD such as acorn planting volunteer days, cleanup days, internship, or class or field trips? If yes, please describe those activities here. Did those activities influence you in any way? (300 word limit)

Yes, I've participated in acorn planting at Alston Park, which allowed me to learn about the importance of native trees and gave me gratification as it made me feel like I was making tangible change to my local ecosystems and environment. I also organized and participated in numerous campus cleanups at Vintage High School with an RCD member sorting trash as a part of my school's Teens4Change club, which again helped me and my peers make a direct impact on my school's campus. I've also participated in a class field trip to the creek, where an RCD representative taught us about stream flow and the salmon life cycle, which I found extremely educating and interesting, especially after installing signs at our school about the importance of protecting endangered salmon. Finally, I've worked with RCD on other occasions as part of Napa Schools for Climate Action (I presented to the board and made public comments), and the RCD created a resolution endorsing our Congressional Climate Restoration Resolution and calling upon others to do the same. This support for our resolution has helped further our work in NS4CA and has helped us gain more local endorsements for our resolution.

4. Describe any other volunteer environmental service projects you have participated in such as clubs and other extracurricular activities, NOT classroom activities (300 word limit) *

1. Napa Schools for Climate Action (NS4CA) Co-Vice President:

Worked with Congressman Thompson's District Office on Congressional Climate Restoration Resolution (H.R 1563, H.Con.Res 46): researched and emailed congresspeople, successfully gained 4 co-sponsors. Presented to local organizations (Napa RCD, Mentis, Napa Valley Community Foundation, Napa County Office of Education, City of American Canyon) and successfully gained resolution endorsements. Made public comments to the Napa Climate Action Committee and Napa Climate NOW! to gain support & commitment to a full ban on new and expanding gas stations in Napa County. Met with county supervisors to persuade them to support the ban. Helped develop and design a new climate curriculum which is incorporated in NVUSD high school science courses, and is available as a resource for NVUSD science teachers to use.

2. Sierra Club Paid Intern: Chair of Water Conservation Subcommittee - currently advocating for increased metering of wells as well as updated well ordinances. Published articles on groundwater use and beavers in Sierra Club Newsletter and Napa Valley Register (local paper). Taught 3 lessons about riparian ecosystems, plastic, & oil pollution to K-5 students. Raised awareness on endangered salmon in our school creek by making videos and installing permanent metal signs near 3 bridges.

3. Co-President of Teens 4 Change Environmental Service Club: Club focused on community service and environmental stewardship. Brainstorm club activities, organize numerous campus cleanups, manage plant sales, lead events (bike to school), work and cultivate native plants in the school greenhouse.

5. Please describe any experiences that influenced you to become interested in the environment? *
(300 word limit)

In 6th grade, a guest speaker educated my class on how anthropogenic pollutants in the Napa River destroy ecosystems. At that moment, I began to understand the importance of environmental stewardship, and became a fierce advocate for our earth.

I remember one email I sent at age 13 as if it were yesterday. That summer was record-breaking, with temperatures over 110°. To me, climate change was clearly responsible. I saw what we were doing to the environment, and what it was doing to us. So, I took action the only way I knew how: I wrote to the White House, prescribing solutions like cheaper renewable energy, reduced fracking, etc.

I never received a response.

Now, that outrage is my greatest strength. Every day, I see injustices in our world. But, I don't passively sit aside. I know my words have the power to move people and make a change, so I stand up and speak.

I explored more environmental issues through social media and extra classes, and became fascinated by the intricacies and complexities of our environment. I decided to volunteer in the community to educate others just as I had been educated. I joined the Sierra Club and Napa Schools for Climate Action, where I advocated for my beliefs by writing articles, speaking at events, teaching lessons to youth, and taking lead roles in projects. Last summer, working at an environmental engineering firm doing remediation and later participating in a research program at UC Davis on how gene expression in honeybees is affected by pesticide exposure allowed me to see the real-world applications of environmental science.

Environmental science allows me to give back to the land I live on and build a better world for all. It's not just a career - it's a way to heal the planet.

6. What role do you see yourself playing in creating a positive environmental future? (300 word limit) *

In college, I am planning on conducting research in environmental topics (specifically related to climate change) in order to add to the scientific knowledge we have about climate change currently, and all of its effects on our ecosystems and human society. For my major, I am required to also write a research thesis, so I will write this thesis on a topic that pertains to climate change.

In college, I am also planning on joining environmental service clubs which will make the campus more sustainable and climate-aware, as well as environmental consulting clubs to gain knowledge about the business industry with a focus on environmental practices.

Later in life, I am planning on pursuing a graduate degree of some sort in a field related to environmental science. I am still unsure of what career I will end up having, but I know that I will always volunteer in my community and work to make my personal life the most sustainable it can be. For example, I will have a compost bin, install solar panels (if possible), and drive an electric car.

7. Please describe an environmental issue you care about in Napa County? How does this issue affect the community where you live? What related change(s) would you like to see in the future? (300 word limit) *

In Napa County, I care greatly about the accessibility of public transportation systems. I know that in Napa we have the Vine bus. However, this bus is not convenient for many people. For example, although I would love to use the bus rather than my car and save gas (and emissions), it takes significantly longer because it would take me nearly 20 minutes to walk to the nearest bus stop (or I'd have to drive, which defeats the purpose). Additionally, the buses only come every 30 minutes, so that means I'd have to wait alone at a bus stop, which can be unsafe, especially at late hours if I hope to be independent. This issue affects my community because it creates inequity as well as a reliance on automobiles, thereby increasing greenhouse gases. Inequity is created because low-income students whose parents cannot afford to give them a car and work all day do not get independence and freedom like others who do have cars. By having an accessible and extensive bus system, we can give them this freedom. In the future, I hope that the bus system will be expanded so that there is a bus stop in every neighborhood, and buses come more frequently (around every 15 minutes). If we create a system like this, buses will become more convenient for everyone, making it the preferred mode of transportation for not just those who don't have cars, but everyone, saving tons of CO2 gas from being emitted and slowing the acceleration of climate change.

What high school, high school equivalent, or GED program are you completing? *

Napa high

Application Questions

1. Do you intend to enroll in a college, university, vocational program, job training, or certificate program? What course of study are you interested in pursuing? (150 word limit) *

Na

2. How is this scholarship directly related to your interests and goals for your future? How could this scholarship help you pursue your environmental goals and interests? (300 word limit) *

This scholarship directly supports my academic interests and my goal of contributing to environmental sustainability. I am motivated to better understand how human activity affects the environment and how we can develop solutions that balance progress with conservation. My future plans involve studying a field that allows me to take part in solving real environmental challenges and creating a more sustainable world.

Receiving this scholarship would reduce financial pressure and allow me to focus more on my education and opportunities that align with my goals. I would be able to pursue relevant coursework, participate in environmental projects, and seek out internships or experiences that build practical skills. These opportunities are essential in preparing me to make a meaningful impact.

Additionally, this support would give me more time to stay involved in environmental efforts, such as community initiatives or sustainability programs. Overall, this scholarship would help me turn my interest in the environment into real action and long-term impact

3. Have you been involved in any activities with Napa RCD such as acorn planting volunteer days, cleanup days, internship, or class or field trips? If yes, please describe those activities here. Did those activities influence you in any way? (300 word limit)

Yes, I have participated in field trips with Napa RCD. During these trips, I had the opportunity to explore local ecosystems and learn directly about environmental conservation in a hands-on way. Being outside and observing natural habitats made the concepts I learned in class feel more real and meaningful.

These field trips influenced me by increasing my awareness of how ecosystems function and how human actions can impact them. Seeing conservation efforts up close helped me better understand the importance of protecting natural resources and maintaining environmental balance.

Overall, these experiences strengthened my interest in environmental issues and motivated me to learn more about sustainability. They showed me the value of hands-on learning and inspired me to stay involved in efforts that support and protect the environment.

4. Describe any other volunteer environmental service projects you have participated in such as clubs and other extracurricular activities, NOT classroom activities (300 word limit) *

Na

5. Please describe any experiences that influenced you to become interested in the environment? *
(300 word limit)

My interest in the environment has been shaped by both personal experiences and educational opportunities. Growing up, I became aware of how everyday actions—such as waste, pollution, and resource use—can impact the natural world. Seeing litter in public spaces or changes in local environments made me realize how much human behavior affects ecosystems.

One of the most influential experiences for me was participating in environmental field trips. Being able to observe ecosystems firsthand helped me understand how different plants, animals, and natural systems are connected. It made environmental issues feel more real and urgent, rather than just topics discussed in a classroom.

In addition, learning about challenges such as climate change and habitat loss increased my curiosity and concern for the future. These experiences encouraged me to think more critically about sustainability and the role individuals can play in protecting the environment.

Overall, these moments have motivated me to become more aware, responsible, and interested in environmental issues. They inspired me to pursue opportunities where I can continue learning and eventually contribute to creating solutions that protect and preserve the environment.

6. What role do you see yourself playing in creating a positive environmental future? (300 word limit) *

I see myself playing an active and responsible role in creating a positive environmental future by both taking action and helping others become more aware. I want to be part of the solution by contributing to efforts that promote sustainability, protect natural resources, and reduce environmental harm.

In the future, I hope to pursue a path that allows me to work directly on environmental challenges, whether through science, technology, or community-based solutions. I am especially interested in finding ways to balance human needs with environmental protection, so that progress does not come at the cost of the planet.

Beyond a career, I also see myself making a difference in everyday life by adopting sustainable habits and encouraging others to do the same. Small actions, when multiplied across communities, can create meaningful change. I want to be someone who leads by example and supports initiatives that improve environmental awareness.

Overall, my role will be to learn, act, and inspire others. By combining knowledge, responsibility, and action, I hope to contribute to a future where both people and the environment can thrive together.

7. Please describe an environmental issue you care about in Napa County? How does this issue affect the community where you live? What related change(s) would you like to see in the future? (300 word limit) *

One environmental issue I care about in Napa County is the increasing impact of wildfires and drought. These challenges have become more frequent and severe in recent years, affecting both natural ecosystems and local communities. Wildfires threaten homes, wildlife, and air quality, while drought reduces water availability for agriculture, which is an essential part of Napa's economy.

These issues affect the community by creating health risks, especially from smoke pollution, and by placing stress on local resources. Families, workers, and farmers all feel the impact when air quality worsens or water becomes limited. In addition, damage to natural habitats can have long-term consequences for biodiversity and the overall health of the environment.

In the future, I would like to see stronger efforts toward prevention and sustainability. This could include better forest management to reduce wildfire risk, increased use of water conservation practices, and greater investment in renewable energy and climate resilience. I also believe education and community involvement are important so that more people understand how they can help.

Overall, addressing wildfires and drought is essential to protecting both the environment and the well-being of the Napa County community.

What high school, high school equivalent, or GED program are you completing? *

high school

Application Questions

1. Do you intend to enroll in a college, university, vocational program, job training, or certificate program? What course of study are you interested in pursuing? (150 word limit) *

I am planning to attend University of California San Diego in the fall with a molecular and cell biology major. I want to pursue this major in hopes of going to medical school in the future to then become a pathologist.

2. How is this scholarship directly related to your interests and goals for your future? How could this scholarship help you pursue your environmental goals and interests? (300 word limit) *

This scholarship is related to my interests in community service and the service for the planet especially. I have been a part of trash clean ups multiple times each year with my school tennis team as well as a group of leadership students. My goals are to become more and more involved in community service especially climate based services. I usually volunteer at events and help out but I rarely go out and do something for the environment. I have gone to trash cleanups outside of Napa RDC and I thoroughly enjoyed it. I hope to become more in touch with the environment and the issues we're facing in the future which is why this scholarship is perfect for my hopes.

3. Have you been involved in any activities with Napa RCD such as acorn planting volunteer days, cleanup days, internship, or class or field trips? If yes, please describe those activities here. Did those activities influence you in any way? (300 word limit)

I have been involved in the cleanup days and have joined with my tennis team all 4 years. Each year we go around downtown and clean up trash around the area and come back to the station to sort and throw away the trash. Every year I become astounded at how much trash we have in the heart of our town which makes me wonder how it is in other places around Napa that don't get enough attention. It made me realize that we don't take good enough care of where we live. Although it may seem beautiful especially since it's a tourist destination, it still deserves attention to be clean. The trash especially along the river is the most disappointing since the trash floats into the water and along the river. The trash clean up days are a great way for me to become active in the community especially in the environmental aspect. I enjoy joining the activity each year.

4. Describe any other volunteer environmental service projects you have participated in such as clubs and other extracurricular activities, NOT classroom activities (300 word limit) *

I have gone to trash cleanups along the river at Austin park with a few friends and have participated in other environmental activities with friends like trash pick ups and earth day activities around town. I have also been a part of the environmental club at my school where we talk about what we can do to better our town environmentally as well as planning activities for us to participate in that are for the environment.

5. Please describe any experiences that influenced you to become interested in the environment? (300 word limit) *

Living in my neighborhood is a big challenge. I come from a lower income household so we are living in a small apartment with fellow low income residents. There are many households here with lots of people in one apartment which means we have a lot of people roaming around and a lot of kids playing outside. After I saw how these people were treating our space of living, littering has been a really important topic for me. I can't stand the mess and the dirtiness all the trash alongside our parking lot makes. Many decide to leave their trash next to the dump rather than in it and with the wind and different weather, the trash easily spreads out into the parking lot and out into our bushes, trees, and grass. Just walking up the stairs to my apartment I see pieces of trash appear on the stairs everyday no matter how many times I pick up a piece of trash. This has been the main factor as to why I have been in the environment because I am seeing firsthand how it is affecting my living situation.

6. What role do you see yourself playing in creating a positive environmental future? (300 word limit) *

I hope to join an environmental club when I go to college so that I can be a part of activities and services that can help our environment. If I'm able, a higher position in the club over time will be my goal because I want to be a part of a big difference. Not only do I want to be a part of it, I want to show that I can lead and that I truly care for the environment. With my plans to be in a club I can achieve these goals because I will be constantly participating in activities to further the preservation of our planet.

7. Please describe an environmental issue you care about in Napa County? How does this issue affect the community where you live? What related change(s) would you like to see in the future? (300 word limit) *

In Napa we have a big issue with trash. I notice it on our highways, our neighborhoods, and just out in the town. I have a big personal issue with this because in my neighborhood specifically, there is a problem with littering. The trash situation we have in our apartments have changed for the worse and it leads to constant littering in our parking lots and around our buildings. I hope we can come up with a solution for a better organization of the trash in our neighborhood and outside because the issue has been getting worse for awhile. This is affecting my community because it is constantly dirty which leads to smells and trash in our bushes and plants. This is my biggest issue I've noticed in Napa and want to see many changes in the future to better our use of trash cans.



Subject:	Recommendation for Appointment of Associate Director - Kristin Belair
To:	Board of Directors, Napa County Resource Conservation District
From:	Lucas Patzek, Executive Director
Date:	June 11, 2026

Executive Summary

This memorandum recommends the appointment of Kristin Belair as an Associate Director for Napa RCD. Ms. Belair originally applied for a public member seat on the Huichica Creek Preserve Advisory Committee; while she was not selected for one of the three vacancies filled at the April 2026 Board meeting, the Board directed staff to follow up with non-appointed applicants to explore their interest in serving as an Associate Director or contributing to the District in another capacity. Ms. Belair expressed interest in the Associate Director role, and staff recommends her appointment. She is a 45-year veteran of the Napa Valley wine industry with deep expertise in sustainable winegrowing, habitat development, and community collaboration. Her professional background, combined with her passion for native plant restoration and pollinator habitat development, aligns strongly with our strategic goals in Regenerative Agriculture, On-the-Ground Restoration, and Community Engagement.

Background

At the April 2026 Board meeting, the Board appointed three public members to the Huichica Creek Preserve Advisory Committee from a pool of six applicants. In its direction to staff, the Board recommended following up with the remaining non-appointed applicants to explore whether they would be interested in serving as a Napa RCD Associate Director, joining the Technical and Cultural Work Group for the Napa River Watershed Fish Passage Restoration Program, or contributing in another capacity.

Kristin Belair was among the applicants not appointed to the Advisory Committee. Staff followed up with Ms. Belair and she expressed strong interest in serving as an Associate Director. Her original application to the Huichica Creek Preserve Advisory Committee, and the depth of conservation experience and community connection it reflects, was reviewed as part of the Associate Director consideration process and forms the basis of this recommendation.

Applicant Profile

Kristin Belair is the Director of Winegrowing and Sustainability at Honig Vineyard and Winery in Rutherford, CA, where she has worked since 1998. After 25 years as Honig's Winemaker, she transitioned to her current consulting and sustainability-focused role in January 2023. She holds a

Napa County Resource Conservation District

1303 Jefferson St., Ste. 500B, Napa, California 94559

(707) 690-3110, NapaRCD.org

B.S. in Fermentation Science from UC Davis (1981) and brings a lifetime of continuing education in grape growing, winemaking, and sustainability.

- **Professional Background:** 45 years in the Napa Valley wine industry; winemaker at Turnbull Winecellars (1985-1997) and Honig Vineyard and Winery (1998-2023); current sustainability consulting role at Honig.
- **Core Competencies:** Farming and ranching, regenerative agriculture, environmental and community education, strategic planning, outdoor recreation and stewardship.
- **Conservation Credentials:** Pollinator steward certificate from pollinator.org (2024); volunteer with California Native Plant Society (CNPS) Napa Chapter; member of Napa Beekeepers Association; participant in the Climate Smart Garden Tour.
- **Community Involvement:** Napa Valley Wine Technical Group (Board member and past president in the 1990s); Napa Valley Vintners Association Environmental Stewardship Committee; American Vineyard Foundation Grant Review Committee; Skyline Park Association; Napa Open Space District; The Wine Institute.

Strategic Alignment and Contributions

Based on Kristin's application and subsequent follow-up correspondence with the Executive Director, she is prepared to support the District in several critical areas:

- **Regenerative Agriculture & Habitat Development:** Kristin has a particular passion for pollinator and native plant habitat development. At Honig, she led the installation of a pollinator habitat around ground-based solar panels, later featured in a Wild Farm Alliance field day event. She also collaborated with Flood Control to extend an existing hedgerow by 1,500 feet as part of the Napa River Restoration project, completed in 2020.
- **On-the-Ground Restoration:** Her direct experience managing habitat projects on agricultural land, from design through implementation, makes her a strong asset for restoration initiatives. She is actively expanding plantings at Honig and volunteers with CNPS propagation and nest box installation projects.
- **Community & Cross-Sector Collaboration:** Kristin envisions connecting local organizations and facilitating the installation and growth of native plant habitats and wildlife corridors across urban, agricultural, and wild lands. She has strong ties to the Napa Valley wine industry and agricultural community, as well as nonprofit and conservation networks. She has identified a range of specific organizations where she sees strong partnership potential, including the California Native Plant Society, Napa Climate Now!, Napa Vine Trail, Save Napa Valley Foundation, the Land Trust of Napa County, Wild Farm Alliance, and local schools, churches, and businesses or landowners interested in rewilding or habitat improvement.
- **Youth Education & Environmental Awareness:** She has checked youth environmental education and workforce development as an area of excitement, and has experience presenting sustainability concepts through community and industry events.
- **Committee Preference:** Ms. Belair is primarily drawn to conservation-focused committee work, and would welcome an opportunity to engage with the Huichica Creek Preserve Advisory Committee or similar programs. She also sees an opportunity to support the District's visibility and funding efforts by leveraging her 45 years of wine industry relationships to connect contacts with RCD resources, programs, and project ideas.

Napa County Resource Conservation District

1303 Jefferson St., Ste. 500B, Napa, California 94559

(707) 690-3110, NapaRCD.org

- **Professional Networks:** Kristin maintains strong connections with the Napa Valley wine industry, the California Native Plant Society, Wild Farm Alliance, the Napa Beekeepers Association, and the Napa Valley Vintners Association, among others.

Compliance with Policy No. 4050

Kristin meets all eligibility requirements as outlined in the District Policy Manual:

- **Eligibility:** She is over the age of 16 and demonstrates a sincere and well-documented interest in natural resource conservation.
- **Term & Commitment:** Ms. Belair is currently working at Honig three days per week through the end of 2026, after which she does not anticipate a significant ongoing role there. She does not expect to return to full-time employment and plans to significantly increase her involvement in conservation and sustainability. She has confirmed she can devote whatever time is needed to the Associate Director position, making her well-positioned to meet and exceed the expected time commitment.
- **Transparency:** She has been informed of and is comfortable with the requirement to file a Form 700 (Statement of Economic Interests).

Recommendation

Staff recommends that the Board of Directors appoint Kristin Belair as an Associate Director for a two-year term. Beyond her deep agricultural expertise, her focused commitment to native plant restoration, pollinator habitat, and wildlife corridor development addresses conservation priorities that are central to Napa RCD's mission. Her ties to the wine and agricultural industries provide valuable cross-sector connectivity, and her hands-on experience turning non-crop agricultural space into thriving habitat demonstrates exactly the kind of on-the-ground impact our programs seek to achieve. Ms. Belair has also expressed interest in eventually qualifying for appointment to the governing Board of Directors, signaling a long-term commitment to the District's mission that staff finds particularly encouraging.

Associate Director Application

First and Last Name: Kristin Belair

Your Occupation: Dir. Winegrowing and Sustainability, Honig Vineyard and Winery

What motivates you to serve as an Associate Director, and what would you hope to contribute?

see attached

Which of these areas excite you most? (check all that apply)

- Youth environmental education and workforce development
- Community education and volunteer events
- Regenerative agriculture (e.g., soil health, carbon farming, pollinator habitat, irrigation efficiency)
- On-the-ground restoration projects (e.g., fish barrier removal, stream restoration, forest management)
- Environmental monitoring (e.g., fish populations, stream flow, tree seedling survival)
- Organizational development and administration
- Marketing and communications
- Fundraising and donor engagement
- Other: Particular interest in pollinator and native plant habitat development

Please share any experiences, skills, or education that demonstrate your interest in natural resource conservation.

We welcome Associate Directors with diverse perspectives, and formal training is not required.

see attached

Which of these skills or areas of experience would you like to bring to your role as an Associate Director? (check all that apply)

Natural Resources & Land

- Farming / Ranching
- Environmental & Natural Resource Science (e.g., Conservation Biology, Forestry, Horticulture)
- Land Use Planning / Land Management
- Outdoor Recreation & Stewardship

Community & Education

- Environmental or Community Education
- Diversity, Equity, Inclusion, and Justice (DEIJ)
- Marketing / Communications

Organizational Leadership

- Financial Management / Accounting
- Legal
- Human Resources / Staff Development
- Strategic Planning
- Fundraising
- Other: _____

Which industries or sectors are you connected to that could help Napa RCD increase awareness, strengthen our brand, expand impact, or enhance fiscal sustainability?

(check all that apply)

- Advertising / Marketing
- Agriculture
- Education
- Finance / Economics
- Food & Beverage
- Philanthropy / Foundations / Donors
- Media / News
- Public Sector (e.g., grantmaking agencies, regulators, elected officials)
- Nonprofit / Community Organizations
- Technology / Innovation
- Environment / Conservation
- Other: _____

Current professional license(s) or certification(s), if applicable (e.g., Registered Professional Forester, Professional Engineer, CPA, Teaching Credential):

N/A

Please list any nonprofit boards, public agencies, councils, commissions, or committees on which you currently serve or have previously served:

see attached

Please note: The person appointed to this position will be required by state law and District policy to file financial disclosure statements (Form 700 - Statement of Economic Interests) with the District, which will also be filed with the California Fair Political Practices Commission. (This form will be provided to you.)

By signing below, I acknowledge that I have read and understand Napa RCD's Associate Director policy, and I hereby apply for appointment as an Associate Director of Napa RCD.

Signature: 

Print Name: Kristin Belair

Date: 4/23/2026

Phone Number: 707-738-1090

What motivated you to serve as Associate Director, and what would you hope to contribute?

As I am stepping away from a successful career in the wine industry, I am looking for opportunities to stay involved in the community and continue to use the skills and interests that I have developed over the 45 years I have spent in the Napa Valley Wine Industry. Winemaking is a craft and it is also project management and community connections. I would like to contribute by connecting various local organizations and facilitating the installation, restoration and growth of natural (California native plant) habitats and wildlife corridors in urban, agricultural and wild lands. The benefits to the community of creating these kinds of spaces are numerous. Not only can these spaces be beautiful, they can help combat climate change, increase water infiltration, positively impact air quality, provide habitat for numerous species, decrease the amount of agricultural inputs, improve soil health and more.

Please share any experiences, skills, or education that demonstrate your interest in natural resource conservation.

My father was a PhD zoologist and taught zoology and ecology for many years at the University of Calgary in Alberta, Canada. He installed a love and curiosity about nature and ecosystems in me and my brother from a very young age. I have been involved in outdoor recreation (primarily hiking, camping, backpacking and skiing) for most of my life and have a deep love and appreciation for wild places.

A long time gardener and more recently native plant enthusiast, I have been volunteering with the local chapter of CNPS, learning about propagation, leading a project to install nest boxes at the Martha Walker garden, and continuing to develop my own native plant garden. In 2022(?), my yard was part of the Climate Smart Garden Tour.

I earned a pollinator steward certificate through pollinator.org in 2024 and my project to complete the certificate was to install a pollinator habitat around the ground based solar panels at Honig. This was subsequently part of a field day that Honig hosted with Wild Farm Alliance. We are continuing to expand the plantings around the solar panels and it has been amazing to see the abundance of life that is coming into the space.

At Honig, we continue to be collaborators in various research projects, including birds in the vineyards and soil health. Honig was part of the Napa River Restoration project and as an extension of that, I worked with Flood Control to extend the existing hedgerow along a drainage ditch by 1500 feet. It was started in 2014 and was completed in 2020 and is now a stunning example of what can be done in non-crop space in ag lands.

Recent seminars include the Bringing Back the Natives Symposium in November 2024 (Oakland, CA) and in February 2026, I attended the CNPS Conference in Riverside, CA. It was an amazing experience, further fueling my desire to become more involved in conservation and habitat development.

While I don't keep honey bees, I am a member of the Napa Beekeepers association and with the crossover between the needs of native bees and honey bees there is much information that can be shared about pollinator habitats.

In summary, I see tremendous possibility in collaborating with various organizations to establish native plant habitats, generate interest in conservation and the natural world, helping to create a more vibrant, diverse and sustainable community for all residents (humans, wildlife, plants, soil microbiome, etc.). Working with and through Napa RCD is a logical step to start and continue the process.

Please list any nonprofit boards, public agencies, councils, or committees on which you currently serve or have previously served.

Napa Valley Wine Technical Group - Board and past president (in the 90's)
Napa Valley Vintner's Association - Environmental Stewardship Committee
American Vineyard Foundation - Grant Review Committee

KRISTIN BELAIR

PROFILE

45 year Napa Valley wine industry veteran seeking a part time or volunteer opportunity where I can continue to develop my knowledge and participate in habitat conservation and development and land and community stewardship.

RECENT EXPERIENCE

DIRECTOR OF WINEGROWING AND SUSTAINABILITY-HONIG VINEYARD AND WINERY, RUTHERFORD, CA JANUARY 2023 – PRESENT

Consulting for winemaking and winery operations, active in grower relations and sustainability projects, including habitat development.

WINEMAKER-HONIG VINEYARD AND WINERY, RUTHERFORD, CA – 1998-2023
Responsible for all aspects of wine production, from grapes to bottle, including sustainability initiatives.

WINEMAKER-TURNBULL WINECELLARS/JOHNSON TURNBULL VINEYARDS –
1985-1997

All aspects of day to day winemaking operations

EDUCATION

UNIVERSITY OF CALIFORNIA, DAVIS - BS FERMENTATION SCIENCE 1981
Continuing education in all aspects of grape growing, winemaking and sustainability - to present

QUALIFICATIONS

45 years of winemaking and grape growing experience in the Napa Valley, with deep seated sense of stewardship for the land and the environment. At Honig I have spearheaded and been involved in a number of conservation and sustainability initiatives.

RECENT VOLUNTEER EXPERIENCE

California Native Plant Society, Napa Chapter, Skyline Park Association, Napa Valley Vintners Association, The Wine Institute, Napa RCD, Napa Open Space District

Napa County Resource Conservation District

POLICY MANUAL

POLICY TITLE: Associate Directors
POLICY NUMBER: 4050

Revised: August 12, 2021

Mission: The District's mission is to empower the community to voluntarily conserve, protect, and restore natural resources in a landscape that supports agriculture, urban areas, and wild spaces. To this end, the District provides technical assistance, educational programs, monitoring programs and funding sources to help land managers improve their conservation practices.

4050.1 To help fulfill the District's mission and round out its professional needs, Directors solicit assistance from agencies, organizations, and individuals. Individuals may assist the District by participating in District programs, volunteering with the District, serving on a standing or ad-hoc advisory committee, and/or becoming an Associate Director. An Associate Director functions as a non-voting advisory resource to the Board and may assist Directors and/or staff in a range of ways.

The Board of Directors may appoint Associate Directors under the following procedures and conditions:

4050.2 Application: Any person 16 years of age or older is eligible to serve as an Associate Director by appointment of the Board of Directors. To be appointed, the individual must have a sincere interest in resource conservation and be willing to commit the time needed to perform assigned duties or tasks (generally less than 2 hours per month is required). Appointment as an Associate Director is also encouraged for those eligible registered voters who wish to become full Directors. The Board may also seek Associate Directors to fulfill specific tasks.

4050.3 Appointment: A notification of appointment will be adopted and included in the minutes of the appropriate Board of Directors meeting after review of the applicant's qualifications. Associate Directors serve at the will and pleasure of the Board.

4050.4 Term of Office: The appointment as Associate Director is for a period of two years. Associate Directors who are not able to provide significant support to the Board or staff in a manner described in this policy are expected to reconsider their commitment and inform the Board of their intentions. The Board of Directors will annually review the assistance provided and may reconfirm appointment. An Associate Director may resign at any time.

4050.5 Duties and Expectations: Associate Directors are expected to believe in and enthusiastically support the District's Mission and Guiding Principles. The Board of Directors values the assistance of Associate Directors and understands that it may come in a variety of forms. Duties or tasks to be accomplished by Associate Directors

should complement and reinforce the Long Range Plan and Annual Work Plan, as directed and approved by the Board of Directors. The following are some recommendations for how Associate Directors can support and advise the District:

- Attend District meetings as feasible, including annual and long-range planning meetings.
- Participate in the development of strategic and annual plans.
- Serve on standing and ad hoc committees (e.g., Finance Committee, Governance Committee, Huichica Creek Sustainable Vineyard & Orchard Advisory Committee).
- Contribute to District and District-affiliated events, such as: California Association of Resource Conservation Districts (CARCD) Annual Conference, CARCD Bay-Delta Regional Meetings, annual celebration events, and project tours.
- Cultivate and use linkages within the community and region to support fund development.
- Assist the Executive Director and other staff through consultation or meeting attendance. This assistance may be related to, but is not limited to, the following subjects: public/political outreach, technical and educational programs, finances, personnel, administrative business, and vineyard management.

4050.6 Reimbursement: Reimbursement for travel, fees, etc. will be paid by the District when approved by an official quorum of the Board of Directors. Reimbursement will relate to activities and functions specifically requested of the Associate Director by the Board of Directors. This provision applies to full Directors as well as Associate Directors.

4050.7 Orientation: New Associate Directors are encouraged to attend a California Association of Resource Conservation Districts (CARCD) led orientation workshop. Local orientation will be provided by Directors, Associate Directors, Executive Director and staff.