

Napa County Resource Conservation District



Regular Meeting of the Board of Directors

AGENDA

Thursday, September 10, 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 August 12, 2026 Special Meeting.**

Recommendation: Approve the minutes from the August 12, 2026 Special Meeting.

- B. Bills Approved by the Executive Director.**

Recommendation: Ratify bills approved by the Executive Director.

- C. Regular District Bills from August 2026.**

Recommendation: Approve District Bills from August 2026.

- D. Authorization for Napa Valley CanDo to Serve as Fiscal Conduit for 2026 CanDo Give!Guide Donations.**

Authorize Napa Valley CanDo to serve as fiscal conduit for donations made to Napa RCD through the 2026 CanDo Give!Guide campaign. Napa Valley CanDo will hold donated funds until January 31, 2027, at which time all funds, along with donor names and an accounting of donations received, will be forwarded to Napa RCD.

4. REGULAR AGENDA

- A. Land Trust of Napa County: Organizational Vision and Collaboration Opportunities**

Presenter: Melanie Parker, Chief Executive Officer, Land Trust of Napa County. **Duration:** 20 Minutes (10 min presentation / 10 min discussion)

Description: The Land Trust of Napa County and Napa RCD share overlapping conservation goals across the county and have a history of collaboration on land protection and stewardship efforts. Melanie Parker will present the Land Trust's vision for its organization over the next two years, including planned priorities and initiatives, and will discuss potential areas of alignment and collaboration with Napa RCD's own programs going forward.

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

B. Napa RCD-Land Trust Partnership: Retrospective and Path Forward

Presenter: Frances Knapczyk, Program Director, and Ali Blodorn, Program Director, joined by Napa Land Trust staff (Tosha Comendant). **Duration:** 25 Minutes (15 min presentation / 10 min discussion)

Description: Napa RCD and the Napa Land Trust have collaborated on a range of projects to date. Frances Knapczyk and Ali Blodorn, joined by Land Trust's Senior Stewardship Program Manager Tosha Comendant, will review how this partnership has functioned in practice: what has worked well and ideas for strengthening collaboration going forward. This presentation builds on a version previously shared during a statewide webinar.

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

C. Annual Donor Development Strategy

Presenter: Frances Knapczyk, Program Director. **Duration:** 20 Minutes (10 min presentation / 10 min discussion)

Description: Napa RCD is developing an annual donor development strategy to strengthen and diversify its philanthropic support. Frances Knapczyk will present the strategy currently being developed in partnership with Executive Director Lucas Patzek, including its goals, approach, and anticipated next steps.

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

D. Executive Director Salary Increase

Presenter: Tatia Wieland, Finance & Administration Manager. **Duration:** 10 Minutes (5 min oral report / 5 min discussion)

Description: Following direction provided by the Board in closed session regarding a potential salary increase for the Executive Director pursuant to Government Code Section 54957.6, Tatia Wieland will provide an oral report on the proposed salary increase for Executive Director Lucas Patzek in accordance with Government Code Section 54953(d)(3). The Board will consider approval of the proposed increase in open session, as required under the Brown Act.

Recommendation: Approve a salary increase for Executive Director Lucas Patzek in the amount of \$4,576 for a total annual salary of \$157,331.

5. REPORTS AND ANNOUNCEMENTS

A. Executive Director's Report

Presenter: Frances Knapczyk, Acting Executive Director. **Duration:** 5 Minutes.

B. USDA-NRCS Report

Presenter: Evelyn Denzin, District Conservationist. **Duration:** 5 Minutes.

C. Directors' Reports

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

6. ADJOURNMENT

Napa County Resource Conservation District



Special Meeting of the Board of Directors

MINUTES

Wednesday, August 12, 2026 at 8:00 A.M.

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

AGENDA

1. CALL TO ORDER

A special meeting of the Napa County Resource Conservation District was called to order at 8:01 A.M. on Wednesday, August 12, 2026 by President Bruce Barge.

A. Call to Order and Roll Call

Directors present included Bruce Barge, Paul Asmuth, Allsion Day, Jim Lincoln, Jennifer Putnam (at 8:09 A.M.), Gretchen Stranzl McCann, and Karen Turjanis. Napa RCD staff present included Lucas Patzek, and Tatia Wieland.

B. Approval of the Agenda

Approved the agenda for this meeting.

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

2. PUBLIC COMMENT

No comments from the public.

3. CONSENT AGENDA

Approved the consent agenda.

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

A. Minutes from July 16, 2026 Special Meeting.

Approved the minutes from the July 16, 2026 Special Meeting of the Board of Directors

B. Bills Approved by the Executive Director.

Ratified the bills approved by the Executive Director

C. Regular District Bills from July 2026.

Approved the regular District bills from July 2026

4. REPORTS AND ANNOUNCEMENTS

A. Executive Director's Report

Executive Director Lucas Patzek provided the report.

B. Directors' Reports

President Barge spoke about upcoming Board Meetings and the presentation by The Land Trust of Napa County.

Director Putnam expressed an interest in the current organization chart.

5. CLOSED SESSION

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to California Government Code Section 54957:

Title: Executive Director

B. CONFERENCE WITH LABOR NEGOTIATORS pursuant to Government Code Section 54957.6

Agency Designated Representatives: Tatia Wieland

Unrepresented Employee: Executive Director

6. ADJOURNMENT

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

From: [GiveGuide Napa Valley](#)
To: [GiveGuide Napa Valley](#)
Subject: V3 - 2026 Next Steps & Timeline (final updates, we promise!!)
Date: Tuesday, August 4, 2026 11:31:45 AM
Attachments: [image.png](#)
[image.png](#)
[2026 NPOs Next Steps.pdf](#)



This message is a follow up from yesterday's original acceptance notice with important updates on your Next Steps & Timeline!

Congratulations!

Once again, we're thrilled to inform you that your organization has been accepted to participate in CanDo's 2026 Napa Valley Give!Guide! To see a complete list of all the participating NPOs this year, please visit our website CanDoGiveGuide.org.

In order to participate, please follow and complete the steps listed on the updated V3 Next Steps & Timeline See attached and below.

Please accept our sincere apologies for any confusion the errors listed in our prior email messages yesterday may have caused.

We can't wait to work alongside you and see the incredible difference your organization will make.

From all of us on the CanDo Give!Guide Team!

Raising funds and awareness for local nonprofits
You make a choice. You make a difference. We make it easy.
November 1 - December 31 CanDoGiveGuide.org



CORRECTED V3 TIME LINE & TO-DO LIST (8/4/2026):

2026 NPOs Next Steps  **What We Need From You:**

1. Marketing Materials

Free Marketing Materials are available to all participating NPOs. Make your campaign visible and help spread the word! Order your materials via the provided google form.

- **Ordering Deadline:** Friday, August 21
- **Order Form:** [click here to complete](#)

2. Images & Logos

Help us showcase your nonprofit! Submit engaging images that reflect your mission and work. Browse the 2025 Give!Guide profiles for inspiration (group shots, action photos, etc.).

- **Format:** 4:3 ratio (ideally 800x600 pixels)
- **Deadline:** Friday, August 28
- **Send to:** GiveGuide@NVCanDo.org

3. Catchphrase & Impact Statement

Some organizations will be invited to refine their submitted catchphrases and/or impact statement. If that includes yours, we'll follow up soon with more information.

4. Mandatory Kickoff Meeting (Zoom)

- **Date:** Thursday, September 3
- **Attendance is required**, so please mark your calendar!

5. Participation Fee

You'll receive an invoice via email shortly.

- **Deadline for payment:** Thursday, October 1
- *If your organization needs time to process checks, please begin that process early.*

6. Authorization Letter

This letter gives Napa Valley CanDo permission to temporarily hold donations on your behalf during the campaign.

- **Deadline:** Thursday, October 1 (but earlier is welcome!)
- **Submission options:** Email or regular mail
- **Template:** [click here to upload](#)
- **Note:** Must be signed by your Board Chair.

7. Business Partners

If you have any business partners supporting your campaign, feel free to send us their names and logos at any time—even after the campaign begins.

Questions?

GiveGuide@NVCanDo.org



You want to help. We make it easy. ®





Napa County Resource Conservation District

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

Phone: (707) 690-3110

NapaRCD.org

September 10, 2026

Napa Valley CanDo
Give!Guide
PO Box 855
Napa, CA 94559

Dear Napa Valley CanDo,

This letter is to authorize Napa Valley CanDo to act as a conduit and hold funds donated to Napa County Resource Conservation District through the 2026 CanDo Give!Guide between the time of donation and the end of January 2027. By that time, Napa Valley Can Do will forward the funds to us, along with names of donors and an account of the donations.

Sincerely,

Bruce Barge
President, Board of Directors
Napa County Resource Conservation District

Summary of Expenditures for August 2026

Ratify Regular

\$85,946.08

Total Expenditures

\$85,946.08

[illegible]

Summary of Expenditures for August 2026

Regular

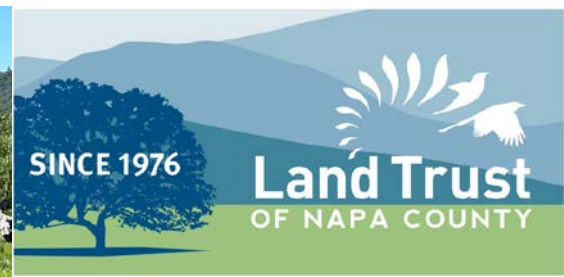
\$76,494.26

Total Expenditures

\$ 76,494.26

Bills Report September Meeting/August Bills

[illegible]





**Sutro Preserve
Before Rolling Dip**



After Rolling Dip

Water Quality & Sediment Reduction



Youth Education

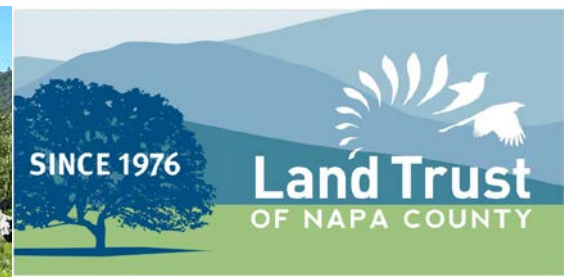


Forest Health & Fuels Reduction





Habitat Enhancement & Restoration



Napa County Resource Conservation District
FY2027 Donor Engagement Strategy
DRAFT FOR REVIEW - September 3, 2026

Overview & Purpose

This document sets the FY2027 donor engagement strategy for Napa RCD staff. It is intentionally high-level: it names our overarching fundraising goal, the events and partnerships we are prioritizing, and who owns each next step. Detailed budgets, contracts, and program mechanics live in separate working documents.

FY2027 Overarching Fundraising Goal: \$340,000

Strategic Approach:

- Focus our energy: rather than testing many approaches as we did last year, FY2027 concentrates effort on a smaller set of donor events and anchor partnerships with the clearest momentum.
- Governance touchpoints: the strategy is introduced at the September Board meeting and refined with the Funding & Visibility Committee.

Donor Event Strategy

Three signature events anchor the FY2027 calendar, each with a distinct audience, financial goal, and framing:

Event	Goal	Framing	Format / Location
Napa Valley Give!Guide	\$15,000	Community-wide online giving campaign; broadens our small-dollar donor base and visibility (application already approved).	Online giving platform hosted by Napa Valley CanDo with a communications strategy led by Napa RCD
Winter or Spring Fundraiser	\$100,000	Prescribed fire is a community-empowered approach to cost-effectively managing vegetative fuels. Ties directly to the Napa PBA's funding needs.	
Spring Fundraiser	5-yr commitment of \$25,000/yr	Community engagement to shift the culture of conservation in Napa County; funds most of a seasonal staff position supporting youth education delivery.	Hosted at Palisades Winery with Steve Rasmussen & Felicia Woytak

Major Partnership Initiative: Regenerate Napa

Alongside events, a major partnership is carrying significant weight in FY2027: Regenerate Napa - Collective Regeneration Program with Zero Foodprint.

- **Purpose:** a joint program through which Napa County businesses and philanthropists contribute funds toward soil health, cover crop, compost, and irrigation projects on local farms. Napa RCD leads Contributor recruitment and delivers technical assistance; ZFP provides fund administration and standardized impact reporting.
- **Funding goal:** \$200,000 in starting capital, from a target of 4+ Contributors.
- **Status:** draft MOU circulated to ZFP; Anthony Myint returned detailed comments on 7/28. Frances and legal review are still pending.
- **Next steps:** Frances and Lucas to align on Napa RCD's target retention/budget percentage, incorporate into the MOU, and route back to ZFP ahead of the next Funding & Visibility Committee meeting. After alignment with ZFP is achieved, route to legal for review.

Systems & Operations

- Build out the Givebutter database as our donor/CRM system of record.
- Refresh the Funding & Visibility Committee's purpose document and reconsider committee membership. Board action will be required at the October meeting to reestablish the ad hoc committee.
- The Funding & Visibility Committee meets regularly with staff to check-in on progress on this strategy, and to ensure that the overall Board of Directors (Directors & Associate Directors) are integrated into key steps.

Board Involvement

- Attend fundraisers and invite personal networks.
- Lead or support community talks tied to fundraiser themes, spanning agriculture, prescribed fire and wildfire resilience, and community engagement.
- Prioritize board engagement on the Regenerate Napa / ZFP opportunity.

Key Dates & Milestones

Date	Milestone
Oct	Target date for Napa RCD / ZFP alignment on the Regenerate Napa MOU
Oct	Funding & Visibility Committee meeting - MOU and FY2027 strategy review
Nov-Dec	Give!Guide campaign window
Jan-Feb	Winter Fundraiser - Location TBD
Apr-May	Spring Fundraiser - Palisades Winery, Calistoga