Napa County Resource Conservation District

Special Meeting of the Board of Directors

AGENDA

Wednesday, August 12, 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 special 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/

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 agendized item.

Members of the public may submit a public comment in writing by emailing Tatia@NapaRCD.prg 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 July 16, 2026 Special Meeting.

Recommendation: Approve the minutes from the July 16, 2026 Special Meeting.

B. Bills Approved by the Executive Director.

Recommendation: Ratify bills approved by the Executive Director.

C. Regular District Bills from July 2026.

Recommendation: Approve District Bills from July 2026.

D. Approval of Unpaid Leave for Executive Director Lucas Patzek.

Executive Director Lucas Patzek has requested leave from August 18, 2026 through September 21, 2026. Mr. Patzek's accrued paid leave is not expected to fully cover this period. The Board is asked to authorize the balance of the leave period beyond his accrued paid leave as unpaid leave.

Recommendation: Approve unpaid leave for Executive Director Lucas Patzek for the portion of his leave from August 18, 2026 through September 21, 2026 not covered by accrued paid leave.

4. REPORTS AND ANNOUNCEMENTS

E. Executive Director's Report

Presenter: Lucas Patzek, Executive Director. **Duration:** 5 Minutes.

F. Directors' Reports

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

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

Napa County Resource Conservation District

Special Meeting of the Board of Directors

MINUTES

Thursday, July 16, 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 special meeting of the Napa County Resource Conservation District was called to order at 8:01 A.M. on Thursday, July 16, 2026 by President Bruce Barge.

A. Call to Order and Roll Call

Directors present included Bruce Barge, Paul Asmuth, Allsion Day, Jim Lincoln, Gretchen Stranzl McCann, and Karen Turjanis. Associate Directors Joseph Nordlinger and Bryan Parker were present online. Napa RCD staff present included Lucas Patzek, Alison Blodorn, Paul Blank, and Tatia Wieland.

B. Approval of the Agenda

Approved the agenda for this meeting.

MOTION: Asmuth; SECOND: Turjanis; 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 June 11, 2026 Regular Meeting.

Approved the minutes from the June 11, 2026 Regular 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 June 2026.

Approved the regular District bills from June 2026

D. Appointment of Associate Director Kristin Belair to the Huichica Creek Preserve Advisory Committee.

Approved appointment of Associate Director Belair to the Huichica Creek Preserve Advisory Committee.

E. Budget Amendment No. 1 to the FY 2026-27 Annual Budget.

Approved Budget Amendment No. 1 to the FY 2026-27 Annual Budget

4. REGULAR AGENDA

A. Environmental Monitoring Programs: Overview and Update

Paule Blank, Program Manager, provided the update.

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

B. FY 2026-27 Executive Director Priorities

Executive Lucas Patzek presented the report.

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

5. REPORTS AND ANNOUNCEMENTS

A. Funding & Visibility Committee Report

Executive Director Lucas Patzek provided the report.

B. Executive Director's Report

Executive Director Lucas Patzek provided the report.

C. USDA-NRCS Report

District Conservationist Evelyn Denzin provided a report.

D. Directors' Reports

Director Asmuth commented on the impacts of winter grazing on French Broom.

6. ADJOURNMENT

The meeting was adjourned at 9:33 A.M.

Summary of Expenditures for July 2026

Ratify Regular	$92,255.26
Total Expenditures	**$92,255.26**

Bills Report August Meeting/July Bills									
Vendor #	Vendor Name	Object	PL Project	Activity	Subcategory	Invoice Date	Invoice	Amount	Line Description
22871	Environmental Science Associate	52490	RCD2026003	BFPlatform	Planning	7/9/2026	220818	$23,360.96	RPP Prof Svcs June 2026
100950	Napa Valley Community Organiza	52490	RCD2023022	CWPP	Planning	7/10/2026	8	$1,830.00	CWPP Support June 2026
29405	Kaiser Permanente	21205	RCD	ADMIN	RCD	7/10/2026	134133672836	$16,418.18	Kaiser Medical Insur Aug 2026
101689	Principal Life Insurance Company	51400	RCD	ADMIN	RCD	7/18/2026	46221	$1,273.33	Principal Dental Prem Aug '26
40176	Endsight	52130	RCD	ADMIN	RCD	7/17/2026	10058766	$2,375.74	Network Support - July 2026
101469	Gallagher Benefit Services	52100	RCD	ADMIN	RCD	7/15/2026	INV2540454	$2,250.00	HR Support Services July 2026
102652	Balance Hydrologics	52490	RCD2025010	1PRJMGMT	ProjAdmin	7/10/2026	225143-0626	$18,866.25	DesignSvc Huichica Rest June'26
102357	TOPO Collective	52490	RCD	ADMIN	RCD	6/30/2026	1025	$2,268.75	Fundraising Strategy Support
102357	TOPO Collective	52490	RCD	ADMIN	RCD	6/30/2026	1026	$6,125.00	Communication Materials Design
102357	TOPO Collective	52490	RCD2022017	FOREST	Planning	6/30/2026	1024	$4,672.50	Communication Materials Design
32576	Prunuske Chatham, Inc	52490	RCD2024017	1 PICKLE	Planning	7/8/2026	2026284	$7,731.25	Fish Passage Design June 2026
100599	BDO FMA, LLC	52100	RCD	ADMIN	RCD	7/10/2026	500299704	$5,083.00	Recruiting Svc - Forest Health
20180	State Department of Food & Agric	54800	RCD2021030	SWEEP		6/25/2026	2S	$0.30	CDFA overpayment SWEEP Inv 2
								$92,255.26	

Summary of Expenditures for July 2026

Regular	$41,172.04
Total Expenditures	**$ 41,172.04**

Bills Report August Meeting/July Bills

Vendor #	Vendor Name	Object	PL Project	Activity	Subcategory	Invoice Date	Invoice	Amount	Line Description
35310	Theodore L. Edwards, LLC.	16200	RCD	ADMIN	RCD	8/15/2026	Sepr 2026 TE	$6,184.00	Office Lease 1303 Jeff Sept 26
4067	US Bank	21105	RCD	Admin	RCD	7/22/2026	07.26CALCARD	$13,431.60	CalCard Credit Card July 2026
102611	Grace Dougan Consulting Inc	52125	RCD	ADMIN	RCD	6/30/2026	10874	$1,085.00	Project Mgmt-Grant SOP
101469	Gallagher Benefit Services	52100	RCD	ADMIN	RCD	7/22/2026	INV2540713	$2,910.00	HR Support Services July 2026
101469	Gallagher Benefit Services	52100	RCD	ADMIN	RCD	7/29/2026	INV2541044	$1,785.00	HR Support Services July 2026
100599	BDO FMA, LLC	52100	RCD	ADMIN	RCD	7/27/2026	500314554	$5,294.25	Recruiting Svc - Forest Health
102975	Pointe Strategies LLC	52490	RCD2025010	1PRJMGMT	ProjAdmin	7/28/2026	1205	$9,582.98	Huichica Creek Planning Svc
100520	Canon Financial Services, Inc.	52600	RCD	ADMIN	RCD	7/31/2026	43633929	$129.66	Color Copier 7/20 - 8/19/26
102781	Gina Bartlett	52490	RCD2025017	Coordinate	CmtyEngage	7/30/2026	1074	$662.50	Coaching watershed group
36628	Sonoma County RCD	54800	RCD2025033			6/30/2026	EnvEduc-001	$107.05	
								$41,172.04	