



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 12/20/2016

Agenda Placement: 10A

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Phillip Miller for Steven Lederer - Director of Public Works  
Public Works

**REPORT BY:** Jeff Sharp, Principal Planner - 707-259-5936

**SUBJECT:** Adoption of a resolution to amend the Watershed Information and Conservation Council (WICC) bylaws and appointment of NRCS representative to the WICC

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### **RECOMMENDATION**

Director of Public Works requests the following actions regarding the Watershed Information and Conservation Council of Napa County:

1. Adoption of a resolution amending the WICC's bylaws to reflect a new regular meeting time and designate a new meeting location; and
2. Appoint Emma Chow, Napa District Conservationist, to represent the USDA Natural Resource Conservation Service (NRCS) on the WICC with the term of office to commence immediately and expire August 2020.

### **EXECUTIVE SUMMARY**

Adoption of the proposed resolution will amend the WICC bylaws to reflect a new regular meeting time of 3:00pm and will designate a new meeting location in the County's South Campus facilities. Additionally, staff is recommending the appointment of Emma Chow, the new Napa District Conservationist for the USDA Natural Resource Conservation Service, to the WICC Board to replace Rita Steiner, former Napa District Conservationist, who recently retired from the service.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

The Watershed Information and Conservation Council (WICC) of Napa County is charged with guiding and supporting community efforts to maintain and improve the health of Napa County's watershed lands by coordinating and facilitating partnerships among the individuals, agencies, and organizations involved in improving watershed health and restoration; supporting watershed research activities; and providing watershed information and education through an interactive website. The WICC considers itself a part of the solution to watershed issues and concerns and is guided by a set of adopted principles that embrace political neutrality, information collection and dissemination, collaboration, cooperation and funding development.

Since the South Napa Earthquake in August 2014, the WICC has held its regular meetings at 625 Burnell Street, in the NVTA Board Room, in Napa. On September 22, 2016 the WICC discussed amending its bylaws to change its regular meeting time and location. On November 3, 2016, the WICC reviewed and approved amendments to its bylaws to change its regular meeting time to 3:00pm rather than 4:00pm and to relocate its meetings to the County's South Campus facilities, 2751 Napa Valley Corporate Drive, Building A, First Floor Conference Room - Madrone. Other non-substantive edits to bylaws are also proposed to clarify language and fully incorporate the WICC's recent name change (Reso 2015-82) and new alternate membership (Reso 2016-118). The WICC is an advisory committee and its bylaws can only be amended by the Board of Supervisors. The WICC is therefore requesting that the Board approve the attached resolution, thereby amending its bylaws. (See Attachment A)

On November 15, 2016, the USDA Natural Resources Conservation Service (NRCS) nominated Emma Chow, the new Napa District NRCS Conservationist. Appointment of Ms. Chow would replace Rita Steiner, former Napa District Conservationist, who recently retired from the Service. (See Attachment B)

The Watershed Information and Conservation Council (WICC) of Napa County consists of seventeen (17) regular members and six (6) alternate members representing the following areas:

1. One member and an alternate member nominated by the Napa County Regional Parks and Open Space District Board of Directors;
2. One director or associate director nominated by the Napa County Resource Conservation District;
3. One representative recommended by the Natural Resources Conservation Service;
4. Two members and one (1) alternate member of the Napa County Board of Supervisors;
5. One member of the Napa County Planning Commission;
6. Five members consisting of one representative from each city or town in Napa County nominated by their respective city or town council (American Canyon, Calistoga, Napa, St. Helena and Yountville); and five (5) alternate City and Town council members; and
7. Six Napa County residents from the public at large representing environmental, agricultural, development and community interests.

With the appointment of Emma Chow, the WICC will have a full council.

**SUPPORTING DOCUMENTS**

- A . Resolution Amending WICC Bylaws
- B . Emma Chow USDA NRCS Nomination Letter

CEO Recommendation: Approve

Reviewed By: Bret Prebula