



Agenda Date: 4/25/2006
Agenda Placement: 60

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Susan Ingalls for Robert Westmeyer - County Counsel
County Counsel
REPORT BY: Susan Ingalls, Paralegal, 259-8152
SUBJECT: Resolution amending the bylaws of, and extending the term of the Watershed Information Center and Conservancy of Napa County ("WICC") Indefinitely

RECOMMENDATION

County Counsel requests adoption of a resolution amending the bylaws of, and extending the life of the Watershed Information Center and Conservancy of Napa County ("WICC") indefinitely.

EXECUTIVE SUMMARY

Since creation of the WICC Board in 2002, the Board of Supervisors has adopted several resolutions affecting the role and structure of the WICC and those changes need to be memorialized and incorporated into the WICC's bylaws. Since the WICC is an advisory committee, only the Board of Supervisors can amend the WICC's bylaws. Also, pursuant to Part I Section 8 of the Napa County Policy Manual, advisory committees such as the WICC have a specific life of four years unless extended by action of the Board of Supervisors. The WICC will expire on May 21, 2006, unless its life is extended by the Board. The proposed resolution would amend the bylaws of, and extend the life of the WICC indefinitely.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Conservation, Development & Planning
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Watershed Information Center and Conservancy (WICC) Program established at the direction of the Board.
Is the general fund affected?	Yes

- Future fiscal impact: Past annual expenditures in support of the WICC have been in the range of \$16,000 FY03-04, \$97,670 FY04-05 and are expected to be \$88,000 FY05-06. This does not include staff time (approximately 1.0 FTE annually). The future fiscal impact will be based upon annual budget approvals, however expectations are for less than \$100,000 per fiscal year.
- Additional grant funding and other revenue sources will be sought now and in future years to support of the WICC Board's mission, program goals and activities. A long-term goal identified in the WICC Board's 2005-06 Strategic Plan is to eventually make the WICC independent from the County and self-sufficient (such as a 501c3 non-profit, JPA or similar organizational structure).
- Consequences if not approved: Success of the WICC Board's mission to guide and support community efforts to maintain and improve the health of Napa County's watershed lands would be jeopardized, and past efforts and expenditures on the program would provide a more limited benefit to the community.
- Additional Information: None

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

On May 21, 2002 the Board of Supervisors created the WICC Board with the intent to develop a Watershed Information Center that would become a long-term watershed resource management program that would provide public outreach, educational efforts and monitoring coordination, inventory and assessment, and data management. Since then, the Board of Supervisors has adopted several resolutions affecting the role and structure of the WICC and those changes need to be memorialized and incorporated into the WICC's bylaws. Since the WICC is an advisory committee, only the Board of Supervisors can amend the WICC's bylaws. Also, pursuant to Part I Section 8 of the Napa County Policy Manual, advisory committees such as the WICC have a specific life of four years unless extended by action of the Board of Supervisors. The WICC will expire on May 21, 2006, unless its life is extended by the Board.

On November 1, 2005 the Board of Supervisors adopted the WICC Board's Strategic Plan. The adopted plan includes a set of action items to reach the WICC Board's mission, as well as recommendations for seeking funding to obtain adequate resources and establish the appropriate organizational structure to ensure the WICC's long-term success.

Short-term grant funding for watershed coordination was received jointly with the Resource Conservation District (RCD) to support certain WICC activities. That funding, offered through the State of California, Resources Agency, Department of Conservation's Watershed Coordinator Grant Program, in the amount of approximately \$32,000 annually, will expire after April 30, 2007. Past annual expenditures in support of the WICC have been in the range of \$16,000 FY03-04, \$97,670 FY04-05 and are expected to be \$88,000 FY05-06. Future fiscal impact is based upon budget approval, however expectation ranges in the amount of \$100,000 per fiscal year not including staff time (estimated at 1.0 full time equivalent).

Additional grant funding and other revenue sources will be sought now and in future years to support of the WICC Board's mission, program goals and activities. A long-term goal identified in the WICC Board's 2005-06 Strategic Plan is to eventually make the WICC independent from the County and self-sufficient (such as a 501c3 non-profit, JPA or similar organizational structure).

The proposed resolution would amend the bylaws of, and extend the life of the WICC indefinitely.

SUPPORTING DOCUMENTS

- A . Resolution
- B . Bylaws (Tracked)
- C . Bylaws

CEO Recommendation: Approve

Reviewed By: Maiko Klieman