

# North Santa Clara Resource Conservation District

*An independent special district of the State of California*

## ACTION MINUTES

### Regular Meeting of the Board of Directors

Thursday, October 3, 2024, at 5:30 p.m.

Meeting held at 888 N. 1<sup>st</sup> Street, Suite 204, San Jose, CA 95112

*Note: Though agenda items may be considered out of order (for example, to accommodate the schedules of guest speakers and/or members of the public in attendance for a specific item, or when items are removed from the consent agenda), the official minutes remain recorded in the same order as originally published in the official agenda. Number of votes are reflected in the following order: Aye-Nay-Abstention, with nays and abstentions called out by Director name.*

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1. **Call to Order:** The meeting was called to order by Vice President Bautista. Directors present: Jeannie Entin and Frank Maitski; Director Paul Quintero was absent. Executive staff present: Executive Director/District Clerk Stephanie Moreno and District Counsel Julie Gantenbein. District Counsel Gantenbein announced that Board President Hare had resigned.
2. **Meeting Agenda:** Vice President Bautista asked if there were items that were not time sensitive that could be moved to a future agenda; Items 6.2, 6.4, and 7.1 were identified.  
*Motion: Approve the agenda as amended. (Maitski/Entin; 3-0-0; Quintero absent)*
3. **Public Comment – Matters Not on the Agenda:** None.
4. **Consent Agenda:** Executive Director Moreno requested that Item 4.4 be continued.  
*Motion: Approve the agenda as amended. (Maitski/Entin; 3-0-0; Quintero absent)*
5. **Partner Reports:** None
6. **Administration:**
  - 6.1 *Director Appointment:* The Directors confirmed plans for the interview process.
  - 6.2 ~~*Board Meetings and Agendas Policy:*~~ *Item continued.*
  - 6.3 *Personnel:* No action taken.
  - 6.4 ~~*District Office:*~~ *Item continued.*
  - 6.5 *Strategic Planning:*  
*Motion: Approve the consulting agreement with Megan Fluke to facilitate a District SWOT analysis in preparation for the development of the District's 2024-2029 Long Range Plan. (Maitski/Entin; 3-0-0; Quintero absent)*
7. **Programs and Projects:**
  - 7.1 ~~*Logo Contest:*~~ *Item continued.*
8. **Board Member, Associate Director, Committee, and Executive Director Reports:** None
9. **Closed Session:**
  - 9.1 *Conference with District Counsel - Potential Litigation (Government Code §54956.9(d)(2), (e)(1); 1 item*
  - 9.2 *Executive Director Performance Evaluation (Government Code §54957; 1 item)*

10. **Report from Closed Session:** The Board took action to continue the Executive Director’s performance evaluation, and directed District Counsel to seek additional guidance from an employment specialist to ensure fair process and to maintain the integrity of the District’s work environment.
11. **New Business/Items for Next Agenda:** Election of new Board President, presentation on artificial turf (requested by Director Entin), and Director interviews.
12. **Meeting Adjourned.**

#### Consent Agenda

- 4.1 Approve minutes for the May 15, 2024 Special Board meeting.
- 4.2 Approve minutes for the June 6, 2024 Regular Board meeting.
- 4.3 Approve minutes for the August 1, 2024 Regular Board meeting.
- ~~4.4 Approve minutes for the September 5, 2024 Regular Board meeting. Item continued.~~
- 4.5 Accept financial statements for August 2024.
- 4.6 Authorize the Executive Director to pay CARCD 2024-25 dues in the amount of \$7,500.00.
- 4.7 Authorize the Executive Director to purchase a CEQA liability insurance policy to fill gap in coverage with the Special Districts Risk Management Authority general liability policy (quote pending).
- 4.8 Re-authorize the Executive Director to execute an agreement with the Santa Clara County FireSafe Council to serve as CEQA lead agency for the West Santa Clara County Landscape Resilience Project with amended indemnification language as approved by District Counsel.
- 4.9 Authorize the Executive Director to implement the “Contracts Requiring Special Skills” section of the Bidding Policy and execute an agreement for services with Dudek in an amount not to exceed \$90,000.00 to provide environmental consulting services for the CalVTP Project-Specific Analysis (PSA) required by the scope of work for CAL FIRE Agreement 5GA21155.

#### Information Only:

- 4.10 California Fish and Wildlife; *Wildlife Connectivity Advance Mitigation Guidelines are Available*; received September 13, 2024.
- 4.11 San Francisco Bay Conservation and Development Commission; *Regional Shoreline Adaptation Plan: Draft Available for Public*; received September 16, 2024.
- 4.12 County of Santa Clara; *2024 Local Agency Biennial Notice*; Revised September 17, 2024.
- 4.13 County of Santa Clara; *2024 Local Agency Biennial Notice (Revised)*; September 17, 2024.
- 4.14 County of Santa Clara Controller-Treasurer’s Office; *RPTTF Distribution Estimate for ROPS 24-25B (January 2025 Distribution)*, received September 27, 2024.
- 4.15 Director Paula Quintero; *NSCRCD Director - Not seeking additional term*; received September 26, 2024.
- 4.16 Santa Clara County LAFCO; *LAFCO Agenda Packet Now Available – 10/2/2024 Meeting*; received September 27, 2024.
- 4.17 Flyer; *Veggielution Bioswale Clean Water Celebration*; to be held October 5, 2024.