

North Santa Clara Resource Conservation District

An independent special district of the State of California



AGENDA

Regular Meeting of the Board of Directors
Thursday, October 3, 2024, at 5:30 p.m.



In compliance with the Americans with Disabilities Act (ADA), if you need assistance to participate in the meeting, please call 408-288-5888, email gcrsd@gcrsd.org, or message us at <https://www.rcdsantaclara.org/contact-us>. Notifying the District at least 48 hours prior to the meeting will better enable us to quickly respond to requests for reasonable modification or accommodation.

Physical Location:

888 N. 1st Street, Suite 204, San Jose, CA 95112

Online Computer or Mobile Device Access:

<https://us02web.zoom.us/j/85372549281?pwd=KzNLSWlacFpWYWNLMU0rM29sdWIUdz09>

Meeting ID: 853 7254 9281 Passcode: 110422

Phone Audio Only:

+1 669 900 9128 US (San Jose) Meeting ID: 853 7254 9281 Passcode: 110422

Supporting Documents:

<https://www.rcdsantaclara.org/2024-10-03-board-meeting>

-
1. **Call to Order and Determination of Quorum**
 2. **Meeting Agenda:** Discussion and action to approve the agenda as presented or amended.
 3. **Public Comment – Matters Not on the Agenda:** *This is an opportunity to address the Board of Directors on any item not on the agenda (§54954.2(b)). Per the adopted Rules of Order, it is the duty of the presiding officer at all times to preserve order at the meeting and to decide questions of order and parliamentary procedure, including but not limited to the discretionary imposition of a 3-minute limitation on comments per speaker. Please see the last page of this agenda for additional information regarding public comments.*
 4. **Consent Agenda:** *Items on the consent agenda (see itemized list at the end of the agenda) are considered routine and may be enacted by one motion. Any Director, Associate Director, staff, or member of the public may request an item be moved from the consent agenda to the regular agenda for separate discussion and action.*
 5. **Partner Reports:**
 - 5.1 *USDA-NRCS:* Report from the District Conservationist on behalf of the USDA-NRCS Hollister Service Center.
 - 5.2 *Other Partners:* Updates from agencies and organizations who wish to share information regarding their agricultural and natural resources conservation activities, programs, and projects.
 6. **Administration:**
 - 6.1 *Director Appointment:*
 - 6.1.1 Director recruitment update.

- 6.1.2 Discussion of revised Mutual Agreement between North Santa Clara Resource Conservation District (NSCRCD) and Office of the County Clerk on Behalf of the Santa Clara County Board of Supervisors: Process for Appointment to NSCRCD (Dir. Hare).
 - 6.1.3 Discussion of Interview Rubric, and Interview & Appointment Process (Dir. Bautista).
 - 6.2 *Board Meetings and Agendas Policy*: Discussion and possible action on draft Rules of Order Policy amendment (Dir. Hare).
 - 6.3 *Personnel*: Discussion and potential action regarding additional support staff position.
 - 6.4 *District Office*:
 - 6.4.1 District office update (status of lease at Berger Drive and relocation plan).
 - 6.4.2 Discussion of condition of district office space, including general location and availability of office equipment, and improvements.
 - 6.4.3 Discussion and potential action regarding district office space.
 - 6.5 *Strategic Planning*: Discussion and possible action to approve a 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.
- 7. Programs and Projects:**
- 7.1 *Logo Contest*: Status report on board approved logo contest.
- 8. Board Member, Associate Director, Committee, and Executive Director Reports:**
- 8.1 Updates and reports on topics and activities relevant to the District.
- 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.**
- 11. New Business/Items for Next Agenda**
- 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.
- 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.

The public may address the Board of Directors on any item not on the agenda (§54954.2(b)) and may provide comments before or during the Board's consideration of items (§54954.3(a)). No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that the Board or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of the Board or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of the Board, or the Board itself, subject to rules or procedures of the Board, may provide a reference to staff or other resources for factual information, request staff to report back to the Board at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda (§54954.2(a)(3)). Disclosable public records related to an open session item on a regular meeting agenda that are distributed by the District to all or a majority of the Board of Directors are available for public inspection on our website (www.rcdsantaclara.org) or in person. In response to COVID-19, our physical offices are currently closed to the public; to make arrangements to view or receive copies of the documents in person, please contact the District Clerk at 408-288-5888 or gcrd@gcrd.org.