

Members

Diane Dillon
Mark Luce
Eric Sklar
Steven Rosa
Mark Van Gorder
Karen Slusser
Leon Garcia
David Graves
Jeff Reichel
Phill Blake
Donald Gasser
Kate Dargan
Jeffrey Redding
Robert Steinhauer
Charles Slutzkin
Marc Pandone
Richard Camera

Alternates

Harold Moskowitz

AGENDA

SPECIAL BOARD MEETING

Thursday, May 25, 2006 at 4:00 p.m.

Stag's Leap Wine Cellars
5766 Silverado Trail, Napa, California

Staff Representatives

Patrick Lowe,
Secretary
Deputy Director,
Conservation Div., CDPD

Jeff Sharp,
Watershed Coordinator
Planner III,
Conservation Div., CDPD

Laura Anderson,
Counsel
Attorney IV,
County Counsel's Office

1. **CALL TO ORDER & ROLL CALL**

Welcome **Leon Garcia**, WICC's new City of American Canyon representative (Chairman/Staff)

2. **APPROVAL OF ACTION MINUTES**

None at this time (Chairman)

3. **PUBLIC COMMENT**

In this time period, anyone may comment to the Board regarding any subject over which the Board has jurisdiction, or request consideration to place an item on a future Agenda. No comments will be allowed involving any subject matter that is scheduled for discussion as part of this Agenda. Individuals will be limited to a three-minute presentation. No action will be taken by the Board as a result of any item presented at this time. (Chairman)

4. **ANNOUNCEMENTS** (Board/Staff)

- a. Board of Supervisors proclaim **May 2006 as "Celebrate Your Watershed Month,"** many events have taken place and more planned (Staff)
- b. **"Caring for Creeks in Napa County"** publication now available in hardcopy and on the WICC WebCenter, distribution planned to many creek side property owners (Staff/RCD)
- c. Napa County **Baseline Data Report (BDR)** wins National and State awards (Staff)
- d. Others (Board/Staff)

5. **UPDATES/REPORTS:**

- a. Update on current County **General Plan Update** process and General Plan **Steering Committee activities** (Board/Staff)

- b. Update on **WICC WebCenter improvements**, including new look, expanded data and mapping, and special watershed group enhancements and functionality (www.napawatersheds.org) (Staff)
- c. Update and report on the Regional Water Quality Control Board scoping sessions to develop and adopt a **Water Quality Control Plan (e.g., Basin Plan amendment) to protect stream and wetland systems** throughout northwestern California (Staff)
- d. Update and report on **Technical Advisory Committee (TAC) meeting on May 11, 2006 and steps underway to develop a Countywide Watershed Monitoring Program** (Staff)
- e. Others (Board/Staff)

6. **DISCUSSION AND POSSIBLE ADOPTION OF UPDATED BYLAWS FOR THE WICC BOARD:**

Discussion and possible action to **adopt updated bylaws governing the WICC Board** to reflect changes to the Board's membership, meeting schedule and formal name, as supported by approved resolutions (Staff)

7. **DISCUSSION AND POSSIBLE ACTION TO RECOMMEND BOARD OF SUPERVISORS SUPPORT FOR GRANT PROPOSAL DESCRIBED BELOW:**

Discussion and possible action by the WICC Board to **recommend that the Board of Supervisors support an RCD grant application** to assess salmonid populations and in-stream sediment levels in the Napa River basin, to provide critical information to local, state and federal agencies to guide adaptive updates to the proposed sediment TMDL implementation plan, to be submitted by the RCD to the State Water Resources Control Board (RCD/Staff)

8. **CELEBRATION, PRESENTATION AND DISCUSSION OF WATERSHED STEWARDSHIP THROUGHOUT NAPA COUNTY:**

Celebration, presentation and discussion on watershed stewardship efforts throughout Napa County by representatives from various local watershed stewardship groups. Stewardship members will share their group's accomplishments, challenges and success stories (Stewardship Members/Staff)

9. **FUTURE AGENDA ITEMS** (Board/Staff)

10. **NEXT MEETING:**

Regular Board Meeting of June 22, 2006 – 4:00 PM
Hall of Justice Building, 2nd floor Conference Room, 1125 Third Street, Napa

11. **ADJOURNMENT** (Chairman)

Note: If requested, the agenda and documents in the agenda packet shall be made available in appropriate alternative formats to persons with a disability. Please contact Jeff Sharp at 707-259-5936, 1195 Third St., Suite 210, Napa CA 94559) to request alternative formats.



PROCLAMATION

WHEREAS, Napa County has three major watersheds: the Napa River, Putah Creek, and Suisun Creek watersheds; and

WHEREAS, the watersheds of Napa County support forested mountain slopes, agriculture, urban areas, open pasture, grassland, industrial zones, and marshes; and

WHEREAS, Napa County's watersheds support a large diversity of wildlife and plant species; and

WHEREAS, the beauty of Napa County's watershed land enriches the quality of life shared and enjoyed by each and every resident and visitor of the County; and

WHEREAS, functioning watersheds are vital for a healthy environment, a safe and reliable source of drinking water, and a healthy economy; and

WHEREAS, landowners, local governments, conservation organizations, and individual citizens throughout the County of Napa are working together to find ways to maintain, enhance, and improve the health of Napa County's watersheds; and

WHEREAS, the residents of the County of Napa wish to celebrate local watershed efforts and raise awareness about the importance of local watersheds.

NOW, THEREFORE, I, Bill Dodd, on behalf of the Napa County Board of Supervisors do hereby proclaim the month of May 2006, as "***Celebrate Your Watershed Month***" in Napa County.

Bill Dodd, Chair
Napa County Board of Supervisors

ATTEST:

Pamela A. Miller
Clerk of the Board

**Stream and Wetlands System Protection Policy
California Regional Water Quality Control Boards
North Coast and San Francisco Bay Regions**

Introduction

Staffs of the North Coast and San Francisco Bay Regional Water Quality Control Boards propose to develop amendments to the Water Quality Control Plans (Basin Plans) for the North Coast and San Francisco Bay Regions that will protect stream and wetlands systems, including measures to protect riparian areas and floodplains.

The goals of the proposed Stream and Wetlands System Protection Policy are:

- To achieve water quality standards and protect beneficial uses of waters of the state
- To protect drinking water through natural water quality enhancement and protection of groundwater recharge zones
- To restore habitat and protect aquatic species and wildlife
- To enhance flood protection through natural functions of stream and wetlands systems
- To restore the associated recreational opportunities, green spaces and neighborhood amenities that water resources provide
- To protect property values and community welfare by protecting natural environments
- To encourage local watershed planning and support local oversight over water resources
- To improve Regional Water Board permitting and program efficiency

The Stream and Wetlands System Protection Policy will achieve these goals by recognizing that it is necessary to protect and restore the physical characteristics of stream and wetlands systems—stream channels, wetlands, riparian areas, and floodplains—including their connectivity and natural hydrologic regimes, to achieve water quality standards and protect beneficial uses. The Policy will clarify that stream and wetlands system protection and restoration are viable forms of pollution prevention in all land use settings, and that the strategies of pollutant source control and stream and wetlands system protection need to be integrated to complete the entire watershed water quality management strategy. The Policy will be based on sound scientific principles and will develop reasonable methods to protect water quality.

A single Stream and Wetlands System Protection Policy will be proposed for Basin Plan adoption in the North Coast and San Francisco Bay Regions to improve regulatory consistency. The Policy will serve as a model for other Regional Water Boards and for the state in the protection of water quality. The Policy will promote regulatory efficiency by linking to existing relevant permit conditions and provisions in 401 water quality certifications, timber harvesting plans (THPs), waste discharge requirements (WDRs), WDR waivers, and urban runoff National Pollutant Discharge Elimination System (NPDES) permits. The Policy will also promote general efficiency by linking to the

Regional Water Boards' monitoring programs (e.g., Surface Water Ambient Monitoring Program) and grants program. The Policy will provide incentives for local jurisdictions to develop watershed management plans that can be used by project applicants to offset impacts to stream and wetlands functions when on-site avoidance of impacts is impossible. In this way the Policy will create a vehicle for working with local jurisdictions to develop effective implementation strategies consistent with local stakeholder interests.

Policy Framework

All reasonable alternatives will be evaluated and discussed in an accompanying staff report and implementation plan. In addition to a synthesis of the relevant science and technical data linking physical characteristics to water quality, the staff report will include an economic analysis of the public and private benefits and costs of stream and wetlands system protection. Potential elements of the Stream and Wetlands System Protection Policy may include:

- 1) Developing statewide definitions for function-based beneficial uses of waters of the state.
- 2) Defining functional relationships between streams, wetlands, riparian areas, and floodplains and describing scientifically the importance of each in protecting water quality.
- 3) Compiling case study information linking the physical characteristics of stream and wetlands systems with measurable water quality effects.
- 4) Offering prescriptive solutions to protect water quality based on the preceding analysis. Such solutions may include specific measures as justified, but will otherwise describe the methodology that should be used to avoid, minimize, and mitigate impacts on a watershed or project-specific basis.
- 5) Developing an implementation plan to enhance local jurisdictional development, adoption and implementation of watershed management plans in accordance with the goals of the Stream and Wetlands System Protection Policy.

Contact Information

For more information on the proposed Policy in the North Coast Region, please contact: Lauren Clyde at (707) 576-2674 or LClyde@waterboards.ca.gov or Bruce Ho at (707) 576-2460 or BHo@waterboards.ca.gov. Additional information can also be found online at: <http://www.waterboards.ca.gov/northcoast/programs/basinplan/swspp.html> or by calling the North Coast Regional Water Quality Control Board at (707) 576-2220.

Development of a Watershed Monitoring Program

A joint effort by SFEI, RCD, and
Napa County

Development Steps and Critical Path:

- 1) Link broad Watershed Management Goals to Monitoring Objectives and Assessment Questions
- 2) Identify Appropriate Environmental Indicators Capable of Tracking Trends
- 3) Set up Institutional Infrastructure (funding mechanisms, a “home” for stakeholder involvement, data collection & management, peer review, and communication)

Current Activities and TAC Involvement:

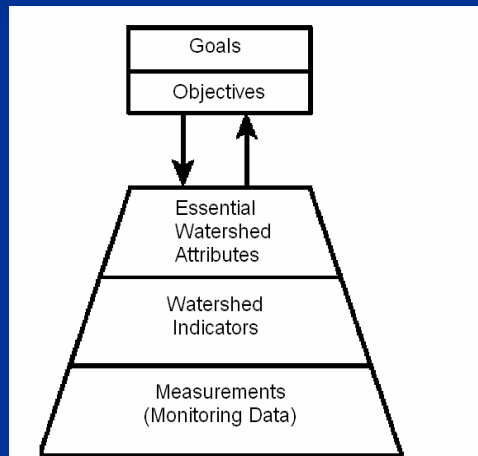
- Review and Endorse Framework for Indicator Development Based on Science Advisory Board Recommendations
- Review and Endorse Draft Assessment Questions – *“Are we asking the RIGHT questions?” “Are they RELEVANT in the context of our Watershed Management Goals?”*
- Recommend WICC Board Adoption of Assessment Questions and Initial Set of Indicators

Anticipated Activities – Summer/Fall 2006:

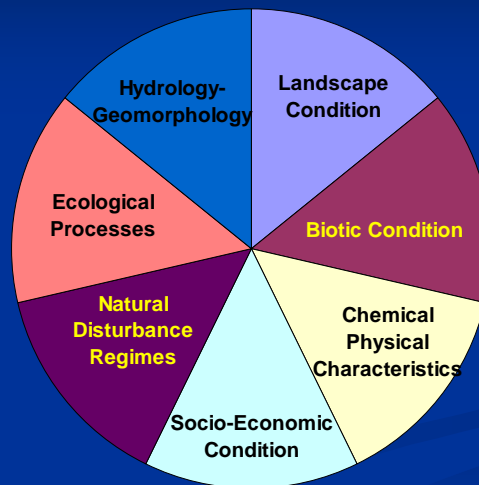
- Identify and prioritize indicators and develop a range of monitoring designs based on three levels of funding (“bare bones,” “should have,” “would like to have”)
- Identify required steps to integrate existing monitoring and assessment activities (e.g. individual NPDES monitoring requirements, local performance tracking, special projects)
- Agree on organizational structure and establish “home” to administer the monitoring program

Framework for Indicator Development

Based on modified SAB Framework for Assessing and Reporting Ecological Condition



Essential Watershed Attributes



Essential Watershed Attributes

- Interdependent – one affects the others
- Captures watershed processes and patterns.
- Independent of management objectives, i.e. describes condition
- Can incorporate component categories and subcategories

Indicators and Measures

- Indicators are used to describe attributes
- 3 kinds of indicators:
 - Conditions
 - Stressors (*Change Agents*)
 - Administrative
- Framework deals with indicators of condition and stress

Additions are underlined.
Deletions are ~~struck through~~.
Revision markers are noted in left or
right margins as vertical lines.

**BYLAWS OF THE NAPA RIVER WATERSHED CONSERVANCY
AND WATERSHED INFORMATION CENTER AND CONSERVANCY
BOARD OF NAPA COUNTY**

(adopted December 18, 2002; amended January 22, 2004; ~~expected to be amended~~ amended June 24, 2004;
proposed to be amended 4-25-06)

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**I. THE WATERSHED INFORMATION CENTER AND CONSERVANCY BOARD
OF NAPA COUNTY NAPA RIVER WATERSHED CONSERVANCY AND
WATERSHED INFORMATION CENTER BOARD**

A. **Name.** The official name of the Board shall be the Watershed Information Center
and Conservancy Board of Napa County, Napa River Watershed Conservancy
and Watershed Information Center Board, hereinafter referred to as the
“Conservancy/WICWICC Board.” (per Resolution No. 04-102)

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II. OFFICERS. The officers of the Conservancy/WICWICC Board shall be the Chair,
Vice-Chair and Secretary, chosen as follows:

A. **Time of Election of the Chair and Vice-Chair.** At the first organizational
meeting and thereafter at the Conservancy/WICWICC Board’s annual
organizational meeting, the membership of the Conservancy/WICWICC Board
shall elect the Chair and Vice-Chair from among themselves.

B. **Term of the Chair and Vice-Chair.** The Chair and Vice-Chair shall serve one
calendar year or until their successors are elected and assume office. If the office
of Chair becomes vacant during the term, the Vice-Chair shall become Chair.
Vacancy in the office of Vice-Chair during the term shall be filled by election to
serve the remainder of the term.

C. **Duties of the Chair and Vice-Chair.** The Chair, or the Vice Chair in the
absence of the Chair, shall act as the presiding officer of Conservancy/WICWICC
Board and in that capacity shall preserve order and decorum, decide questions of
order subject to being overruled by a two-thirds vote and perform such other
duties as are required by the Conservancy/WICWICC Board. The Chair shall
have all the rights and duties enjoyed by any other member of the
Conservancy/WICWICC Board, including the right to make and second motions.

D. **Secretary.** Deputy Director of the Conservation Division of the Napa County
Conservation, Development and Planning Department shall serve ex officio as the

Secretary of the ~~Conservancy/WIC~~WICC Board.

- E. Authority to Bind ~~Conservancy/WIC~~WICC Board.** No member of the ~~Conservancy/WIC~~WICC Board shall have any power or authority to bind the ~~Conservancy/WIC~~WICC Board by any contract, to pledge its credit, or to render it liable for any purpose in any amount.
- F. Term of ~~Conservancy/WIC~~WICC Board members.** ~~The term of office for four (4) members of the Conservancy/WIC Board shall be two (2) years from the initial date of appointment, and three (3) years from the initial date of appointment for five (5) members, and four (4) years from the initial date of appointment for five (5) members. Thereafter, e~~Each member of the WICC Board shall serve for a period of four (4) years. ~~Each Members serving on the WICC Board as elected officials and the~~ alternate member acting for ~~the cities or~~ the County Board of Supervisors shall serve the same term as their elected office.
- G. Service and termination of ~~Conservancy/WIC~~WICC Board membership.**
1. **Service.** Members appointed to the ~~Conservancy/WIC~~WICC Board by the County Board of Supervisors shall serve at the will and pleasure of the County Board of Supervisors.
 2. **Termination.** A ~~Conservancy/WIC~~WICC Board member's term may be concluded before expiration if any one of the following events occurs:
 - a. His or her absence from three consecutive regular meetings during the term year, unless confined by illness or other absence approved by a majority of the ~~Conservancy/WIC~~WICC Board at any meeting thereof, will be considered as having involuntarily resigned her/his position as a member of the ~~Conservancy/WIC~~WICC Board.
 - b. His or her resignation is submitted to the Chair.
 - c. His or her ceasing residency in Napa County.
 - d. His or her conviction of a felony or any offence involving a violation of his or her official duties.
 - e. Refusal or neglect to file the required oath of office.

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III. MEETINGS

- A. Date of Regular Meetings.** All dates of regular meetings of the ~~Conservancy/WIC~~WICC Board shall be on the fourth Thursday of every ~~other~~

month, apart from November, when the meeting shall be held on the third Thursday, as shown on a calendar, which the Conservancy/WICWICC Board shall adopt at the first meeting of the Conservancy/WICWICC Board, of each calendar year. Notwithstanding the foregoing, any regularly scheduled meeting of the Conservancy/WICWICC Board may be canceled by majority vote or, if there is not a quorum, be adjourned by the Chair or Secretary in the manner set forth in Section III(G) of these by-laws.

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- B. Time of Regular Meetings.** Regular meetings shall commence at 4:00 pm and continue until all agendaed business is concluded unless adjourned earlier on motion of the Conservancy/WICWICC Board for any reason or by the Secretary for lack of a quorum.
- C. Location of Regular Meetings.** Unless specially noticed otherwise, regular meetings shall be held at 1125 Third Street, Hall of Justice Building, 2nd Floor Meeting/Training Room, Napa, California.
- D. Emergency Meetings.** Emergency meetings shall be called in conformance with Section 54956.5 of the California Government Code
- E. Special Meetings.** A special meeting may be called at any time by the Chairman or upon the request of a majority of the members of the Conservancy/WICWICC Board by delivering written notice to each member and to each person or entity entitled by law to receive such notices in the manner required by Government Code Section 54956 at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted or discussed and shall be posted at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public. No other business shall be considered at such meetings by the Conservancy/WICWICC Board. Such written notice may be dispensed with as to any Conservancy/WICWICC Board member who at or prior to the time the meeting convenes files with the Secretary of the Conservancy/WICWICC Board a written waiver of notice. Such waiver may be given by telegram. Such written notice may also be dispensed with as to any member who is actually present at the time the meeting convenes.
- F. Agendas Involving Regular Meetings.** At least 72 hours before a regular meeting, an agenda containing a brief general description of each item of business to be transacted or discussed shall be posted at a location freely accessible to members of the public. All agendas shall include a time period for public comment and shall specify the time and location of the regular meeting. No discussion shall occur, or action be taken, on any item not appearing on the posted agenda except as permitted by law. Questions or comments regarding items not included on the agenda shall be limited to the scope permitted for “public comment”. Supplemental agendas involved in a regular meeting will be prepared and considered by the Conservancy/WICWICC Board only under the following

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conditions:

1. **Emergencies.** Upon a determination by the Conservancy/WICWICC Board that an emergency situation exists, as defined in Section 54956.5 of the Government Code.
2. **Need Arising after Posting.** Upon a determination by a two-thirds vote of the Conservancy/WICWICC Board or, if less than two-thirds of the potential votes are present, a unanimous vote of the Conservancy/WICWICC Board members present, that there is a need to take immediate action and the need to take action came to the attention of Conservancy/WICWICC Board or staff subsequent to the regular agenda being posted.
3. **Recently Continued Item.** The item was properly posted for a prior meeting of the Conservancy/WICWICC Board occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

G. Adjourning Meetings. The Conservancy/WICWICC Board may adjourn any meeting to a time and place specified in the order of adjournment. Less than a quorum may so adjourn from time to time. If all Conservancy/WICWICC Board members are absent from any regular meeting or adjourned regular meeting the Secretary or Acting Secretary of the Conservancy/WICWICC Board may declare the meeting adjourned to the next regular meeting of the Conservancy/WICWICC Board. A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the place where the meeting was held within 24 hours after the time of the adjournment. When a regular or adjourned regular meeting is adjourned as provided in this section, the resulting adjourned regular meeting is a regular meeting for all purposes. When an order of adjournment of any meeting fails to state the hour at which the adjourned meeting is to be held, it shall be held at the hour specified for regular meetings.

H. Meetings to be Open and Public. All meetings of the Conservancy/WICWICC Board to take action or to deliberate concerning Conservancy/WICWICC Board business and its conduct shall be open and public. All persons shall be permitted to attend any such meetings except as otherwise provided or permitted by law.

IV. CONDUCT OF MEETINGS

A. Order of Business. The regular order of business of the Conservancy/WICWICC Board shall be:

1. Call to order.

2. Approval of the minutes of the previous meeting.
3. Public comment on unagendized items.
4. Consideration and Action on Agenda Items.
5. Adjournment.

B. Parliamentary Procedure. Unless otherwise provided by these Bylaws, all proceedings before Conservancy/WICWICC Board shall be conducted in accordance with and pursuant to the parliamentary procedure prescribed in "Sturgis Standard Code of Parliamentary Procedure, 3rd edition."

C. Recording of Meetings. Any meeting of the Conservancy/WICWICC Board, other than a closed session permitted under the Brown Act, may be recorded by any person, unless the Conservancy/WICWICC Board determines that such recording could constitute a disruption of the proceedings.

D. Presentations to the Board. Any person desiring to address the Conservancy/WICWICC Board shall, when recognized by the Chair, give his or her name and address. The Chair may, in the interest of facilitating the business of Conservancy/WICWICC Board, set in advance of the presentation of testimony reasonable time limits for oral presentations. Persons may be required to submit written testimony in lieu of oral testimony if the Chair determines that a reasonable opportunity for oral presentations has been provided, and in such a case, the matter may be continued to a later date to allow a reasonable time for such submittals to occur.

E. Recordation of Board Actions. All official actions or decisions by the Conservancy/WICWICC Board shall be entered in the minute book of- the Conservancy/WICWICC Board kept by the Secretary. The vote or votes of each member of the Conservancy/WICWICC Board on every question shall be recorded. Only action minutes will be maintained, however, tape recordings will be made of each meeting of the Conservancy/WICWICC Board and shall be available to the public at the Conservancy/WICWICC Board offices.

V. VOTING AND QUORUM

A. Roll Call Vote. A roll call vote may be required in voting upon any motion of the Conservancy/WICWICC Board at the discretion of the Chair.

B. Inaudible Votes. Any member present who does not vote in an audible voice or abstains for a legally insufficient reason shall be recorded as voting "aye".

C. Quorum. A majority of the members of the Conservancy/WICWICC Board shall constitute a quorum for the purpose of conducting its business and exercising its

powers and for all other official purposes, except that less than a quorum may adjourn from time to time until a quorum is obtained.

- D. Number of Votes Required for Action.** All actions require a motion and a second. No action or recommendation of the ~~WICAWIC~~ WICC Board shall be valid and binding unless a quorum is present and the motion is approved by at least a majority of the members present. Each member shall have one vote. No votes may be cast by proxy. Tie votes shall be considered as denial of the motion.
- E. Voting Affected by Conflict of Interest.** As a general rule, no member shall participate as a member in any discussion or voting if to do so would constitute a conflict of interest. However, if a quorum cannot be achieved or the required number of affirmative votes for action obtained because conflicts of interest exist that prevent members having such conflicts from discussing or voting on the matter, and the conflicts are such that the members with conflicts will be unable to vote at a later date even if the matter is continued, the matter shall not be continued and a sufficient number of members having conflicts of interest, selected by lot, shall be allowed to participate to provide enough votes for the ~~Conservancy/WICWICC~~ Board to form a quorum and take affirmative action.
- F. Motion to Reconsider.** The ~~Conservancy/WICWICC~~ Board may reconsider a matter during the meeting at which the vote was taken, provided all members who were present when the matter was discussed and voted upon are still present, provided that all persons who addressed the ~~Conservancy/WICWICC~~ Board regarding the matter are still present, and provided the motion to reconsider is made by a member who voted with the prevailing side. A motion for reconsideration shall have precedence over every motion except a motion to adjourn. A final vote on any matter may also be placed on any future agenda for reconsideration by the ~~Conservancy/WICWICC~~ Board or any member of the ~~Conservancy/WICWICC~~ Board at the meeting at which the actions was taken or at any later time. Any interested person may request that an action be reconsidered, provided that such a request must be in writing and filed with the Secretary of the ~~Conservancy/WICWICC~~ Board within ten calendar days of the action of the ~~Conservancy/WICWICC~~ Board.

VI. CHANGES TO BYLAWS

The provisions of these Bylaws may be altered, amended, or repealed at any time, within limitations imposed by the Brown Act.

**BYLAWS OF THE WATERSHED INFORMATION CENTER AND
CONSERVANCY BOARD OF NAPA COUNTY**

(adopted December 18, 2002; amended January 22, 2004; amended June 24,
2004; proposed to be amended April 25, 2006)

I. THE WATERSHED INFORMATION CENTER AND CONSERVANCY BOARD OF NAPA COUNTY

A. Name. The official name of the Board shall be the Watershed Information Center and Conservancy Board of Napa County, hereinafter referred to as the “WICC Board.” (per Resolution No. 04-102)

II. OFFICERS. The officers of the WICC Board shall be the Chair, Vice-Chair and Secretary, chosen as follows:

A. Time of Election of the Chair and Vice-Chair. At the first organizational meeting and thereafter at the WICC Board’s annual organizational meeting, the membership of the WICC Board shall elect the Chair and Vice-Chair from among themselves.

B. Term of the Chair and Vice-Chair. The Chair and Vice-Chair shall serve one calendar year or until their successors are elected and assume office. If the office of Chair becomes vacant during the term, the Vice-Chair shall become Chair. Vacancy in the office of Vice-Chair during the term shall be filled by election to serve the remainder of the term.

C. Duties of the Chair and Vice-Chair. The Chair, or the Vice Chair in the absence of the Chair, shall act as the presiding officer of WICC Board and in that capacity shall preserve order and decorum, decide questions of order subject to being overruled by a two-thirds vote and perform such other duties as are required by the WICC Board. The Chair shall have all the rights and duties enjoyed by any other member of the WICC Board, including the right to make and second motions.

D. Secretary. Deputy Director of the Conservation Division of the Napa County Conservation, Development and Planning Department shall serve ex officio as the Secretary of the WICC Board.

E. Authority to Bind WICC Board. No member of the WICC Board shall have any power or authority to bind the WICC Board by any contract, to pledge its credit, or to render it liable for any purpose in any amount.

F. Term of WICC Board members. Each member of the WICC Board shall serve for a period of four (4) years. Members serving on the WICC Board as elected

officials and the alternate member acting for the County Board of Supervisors shall serve the same term as their elected office.

G. Service and termination of WICC Board membership.

1. **Service.** Members appointed to the WICC Board by the County Board of Supervisors shall serve at the will and pleasure of the County Board of Supervisors.
2. **Termination.** A WICC Board member's term may be concluded before expiration if any one of the following events occurs:
 - a. His or her absence from three consecutive regular meetings during the term year, unless confined by illness or other absence approved by a majority of the WICC Board at any meeting thereof, will be considered as having involuntarily resigned her/his position as a member of the WICC Board.
 - b. His or her resignation is submitted to the Chair.
 - c. His or her ceasing residency in Napa County.
 - d. His or her conviction of a felony or any offence involving a violation of his or her official duties.
 - e. Refusal or neglect to file the required oath of office.

III. MEETINGS

- A. **Date of Regular Meetings.** All dates of regular meetings of the WICC Board shall be on the fourth Thursday of every month, apart from November, when the meeting shall be held on the third Thursday, as shown on a calendar, which the WICC Board shall adopt at the first meeting of the WICC Board, of each calendar year. Notwithstanding the foregoing, any regularly scheduled meeting of the WICC Board may be canceled by majority vote or, if there is not a quorum, be adjourned by the Chair or Secretary in the manner set forth in Section III(G) of these by-laws.
- B. **Time of Regular Meetings.** Regular meetings shall commence at 4:00 pm and continue until all agenda business is concluded unless adjourned earlier on motion of the WICC Board for any reason or by the Secretary for lack of a quorum.
- C. **Location of Regular Meetings.** Unless specially noticed otherwise, regular meetings shall be held at 1125 Third Street, Hall of Justice Building, 2nd Floor Meeting/Training Room, Napa, California.

- D. Emergency Meetings.** Emergency meetings shall be called in conformance with Section 54956.5 of the California Government Code
- E. Special Meetings.** A special meeting may be called at any time by the Chairman or upon the request of a majority of the members of the WICC Board by delivering written notice to each member and to each person or entity entitled by law to receive such notices in the manner required by Government Code Section 54956 at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted or discussed and shall be posted at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public. No other business shall be considered at such meetings by the WICC Board. Such written notice may be dispensed with as to any WICC Board member who at or prior to the time the meeting convenes files with the Secretary of the WICC Board a written waiver of notice. Such waiver may be given by telegram. Such written notice may also be dispensed with as to any member who is actually present at the time the meeting convenes.
- F. Agendas Involving Regular Meetings.** At least 72 hours before a regular meeting, an agenda containing a brief general description of each item of business to be transacted or discussed shall be posted at a location freely accessible to members of the public. All agendas shall include a time period for public comment and shall specify the time and location of the regular meeting. No discussion shall occur, or action be taken, on any item not appearing on the posted agenda except as permitted by law. Questions or comments regarding items not included on the agenda shall be limited to the scope permitted for “public comment”. Supplemental agendas involved in a regular meeting will be prepared and considered by the WICC Board only under the following conditions:
- 1. Emergencies.** Upon a determination by the WICC Board that an emergency situation exists, as defined in Section 54956.5 of the Government Code.
 - 2. Need Arising after Posting.** Upon a determination by a two-thirds vote of the WICC Board or, if less than two-thirds of the potential votes are present, a unanimous vote of the WICC Board members present, that there is a need to take immediate action and the need to take action came to the attention of WICC Board or staff subsequent to the regular agenda being posted.
 - 3. Recently Continued Item.** The item was properly posted for a prior meeting of the WICC Board occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

- G. Adjourning Meetings.** The WICC Board may adjourn any meeting to a time and place specified in the order of adjournment. Less than a quorum may so adjourn from time to time. If all WICC Board members are absent from any regular meeting or adjourned regular meeting the Secretary or Acting Secretary of the WICC Board may declare the meeting adjourned to the next regular meeting of the WICC Board. A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the place where the meeting was held within 24 hours after the time of the adjournment. When a regular or adjourned regular meeting is adjourned as provided in this section, the resulting adjourned regular meeting is a regular meeting for all purposes. When an order of adjournment of any meeting fails to state the hour at which the adjourned meeting is to be held, it shall be held at the hour specified for regular meetings.
- H. Meetings to be Open and Public.** All meetings of the WICC Board to take action or to deliberate concerning WICC Board business and its conduct shall be open and public. All persons shall be permitted to attend any such meetings except as otherwise provided or permitted by law.

IV. CONDUCT OF MEETINGS

- A. Order of Business.** The regular order of business of the WICC Board shall be:
1. Call to order.
 2. Approval of the minutes of the previous meeting.
 3. Public comment on unagendized items.
 4. Consideration and Action on Agenda Items.
 5. Adjournment.
- B. Parliamentary Procedure.** Unless otherwise provided by these Bylaws, all proceedings before WICC Board shall be conducted in accordance with and pursuant to the parliamentary procedure prescribed in "Sturgis Standard Code of Parliamentary Procedure, 3rd edition."
- C. Recording of Meetings.** Any meeting of the WICC Board, other than a closed session permitted under the Brown Act, may be recorded by any person, unless the WICC Board determines that such recording could constitute a disruption of the proceedings.
- D. Presentations to the Board.** Any person desiring to address the WICC Board shall, when recognized by the Chair, give his or her name and address. The Chair may, in the interest of facilitating the business of WICC Board, set in advance of the presentation of testimony reasonable time limits for oral

presentations. Persons may be required to submit written testimony in lieu of oral testimony if the Chair determines that a reasonable opportunity for oral presentations has been provided, and in such a case, the matter may be continued to a later date to allow a reasonable time for such submittals to occur.

- E. Recordation of Board Actions.** All official actions or decisions by the WICC Board shall be entered in the minute book of the WICC Board kept by the Secretary. The vote or votes of each member of the WICC Board on every question shall be recorded. Only action minutes will be maintained, however, tape recordings will be made of each meeting of the WICC Board and shall be available to the public at the WICC Board offices.

V. VOTING AND QUORUM

- A. Roll Call Vote.** A roll call vote may be required in voting upon any motion of the WICC Board at the discretion of the Chair.
- B. Inaudible Votes.** Any member present who does not vote in an audible voice or abstains for a legally insufficient reason shall be recorded as voting "aye".
- C. Quorum.** A majority of the members of the WICC Board shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other official purposes, except that less than a quorum may adjourn from time to time until a quorum is obtained.
- D. Number of Votes Required for Action.** All actions require a motion and a second. No action or recommendation of the WICC Board shall be valid and binding unless a quorum is present and the motion is approved by at least a majority of the members present. Each member shall have one vote. No votes may be cast by proxy. Tie votes shall be considered as denial of the motion.
- E. Voting Affected by Conflict of Interest.** As a general rule, no member shall participate as a member in any discussion or voting if to do so would constitute a conflict of interest. However, if a quorum cannot be achieved or the required number of affirmative votes for action obtained because conflicts of interest exist that prevent members having such conflicts from discussing or voting on the matter, and the conflicts are such that the members with conflicts will be unable to vote at a later date even if the matter is continued, the matter shall not be continued and a sufficient number of members having conflicts of interest, selected by lot, shall be allowed to participate to provide enough votes for the WICC Board to form a quorum and take affirmative action.
- F. Motion to Reconsider.** The WICC Board may reconsider a matter during the meeting at which the vote was taken, provided all members who were present when the matter was discussed and voted upon are still present, provided that all persons who addressed the WICC Board regarding the matter are still present, and

provided the motion to reconsider is made by a member who voted with the prevailing side. A motion for reconsideration shall have precedence over every motion except a motion to adjourn. A final vote on any matter may also be placed on any future agenda for reconsideration by the WICC Board or any member of the WICC Board at the meeting at which the actions was taken or at any later time. Any interested person may request that an action be reconsidered, provided that such a request must be in writing and filed with the Secretary of the WICC Board within ten calendar days of the action of the WICC Board.

VI. CHANGES TO BYLAWS

The provisions of these Bylaws may be altered, amended, or repealed at any time, within limitations imposed by the Brown Act.



Napa County Resource Conservation District

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Napa River TMDL Monitoring Program

Summary of a Proposal to the SWRCB

Granting Agency: State Water Resources Control Board
Project Title: Napa River TMDL Monitoring Program
Project Applicant: Napa County Resource Conservation District
Project Partner: Stillwater Sciences
Project Term: September, 2006 – March, 2010
Grant Amount Requested: \$587,800

Project Description: The Napa River TMDL Monitoring Program will assess salmonid populations and instream sediment levels in the Napa River basin. The Program directly addresses the recommendations of the Draft Napa River Sediment TMDL to collect current, statistically valid data on steelhead and salmon populations and sediment. It will provide critical information to local, state and federal agencies, which will be needed to guide adaptive updates to the sediment TMDL implementation plan.

There has been a long-term decline in salmon and steelhead populations in the Napa River basin, but very little quantitative information has been or is being collected to assess this trend. A few pilot studies have been conducted to examine the relationship of sediment pollution and fisheries declines, but more extensive efforts are needed. The proposed project will implement a comprehensive monitoring program to collect scientifically defensible data on the current status of steelhead (*Oncorhynchus mykiss*) and chinook salmon (*Oncorhynchus tshawytscha*) populations and relate that information to data collected on sediment and other factors which may influence salmonid populations. The project will provide information that will allow for evaluating cause-and-effect linkages among salmonid population dynamics and several identified stressors including sediment delivery, flow and physical habitat conditions, and aquatic ecosystem health. The results of the program will be used to generate recommendations for watershed and river riparian management (e.g., beneficial management practices) and restoration (e.g., a prioritized list of restoration strategies and actions most likely to improve river ecosystem health and/or maintain or restore species of concern). With this monitoring focus, we will be able to rapidly evaluate the effectiveness of a variety of management practices implemented to restore fisheries populations, reduce sediment loads, and progress toward attainment of the TMDL.

Major Monitoring Tasks:

- 1) *Migrant Smolt Trapping.* Trapping will be conducted in the mainstem Napa River using a Rotary Screw Trap (RST) and in 4 select tributaries using fyke nets. Results will yield information about salmonid migration timing, local and regional abundance, population size, smolt size distribution, and survival during key life stages.
- 2) *Emergence Trapping.* Installation of 5 traps in known Chinook salmon spawning areas will provide accurate survival-to-emergence estimates to elucidate relative impacts of current geomorphic conditions on salmon reproduction. Traps will be installed during the predicted emergence period in spawning locations identified during escapement surveys.
- 3) *Escapement Survey.* Using standardized Department of Fish and Game (DFG) methodology, crews will survey 15 miles of the Napa River and 10 – 15 miles of tributary streams annually to count carcasses, map spawning nests (redds), and observe live fish. Data will be used as an indicator of production for future generations of fish.
- 4) *Spawning Gravel Permeability.* Gravel permeability will be measured at 150 potential spawning sites within 10-to-15 tributaries, and 50 sites in the mainstem Napa River. Data will be used to predict egg incubation success as a result of fine sediment infiltration and spawning gravel particle size distribution. Several small-scale permeability studies have been conducted in the basin in recent years, and methodologies are well established.
- 5) *Streambed Scour.* Scour chains will be installed at 30 potential spawning sites in the mainstem Napa River. Data will be used to compare streambed scour depth and the relative impact to incubating salmonid eggs and embryos. A pilot study of streambed scour was conducted by the RCD in 2004, and the data indicated that this may be a major limiting factor for salmon reproduction on the mainstem.

