



AGENDA

REGULAR MEETING

Thursday, January 26, 2017, 3:00 p.m.

2751 Napa Valley Corporate Drive, South Campus, Building A
First Floor, Madrone Conference Room, Napa CA 94558

--- New Meeting Location ---

Board of Directors

Susan Boswell
Emma Chow
Tosha Comendant
Diane Dillon
Marita Dorenbecher
Jeri Gill
David Graves
Gary Kraus
Jason Lauritsen
Kenneth Leary
Gretchen Stranzl
McCann
Alfredo Pedroza
Brent Randol
Kimberly Richard
Scott Sedgley
Pamela Smithers
Peter White

Alternates

Barry Christian
Paul Dohring
Jeffrey Durham*
Doris Gentry*
Irais Lopez-Ortega
*Pending Appointment

Staff

Patrick Lowe,
Secretary
Natural Resources
Conservation Mgr.,
Public Works

Jeff Sharp,
Principal Planner,
Public Works

Robert C. Martin,
Legal Counsel
Deputy Counsel,
County Counsel's
Office

804 First Street,
Napa, CA
94559-2623

Tel: 707-259-8600

info@napawatersheds.org

1. **CALL TO ORDER AND ROLL CALL** (Chair)
2. **APPROVAL OF ACTION MINUTES** – November 3, 2016 Groundwater Workshop (Chair) (2 min)
3. **PUBLIC COMMENT** – In this time period, anyone may comment to the Council regarding any subject over which the Council 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 Council as a result of any item presented at this time. (Chair)
4. **DISCUSSION AND ACTION**
 - a) Election of Chair and Vice-Chair for 2017 (per Bylaws§ II.A.) (Council) (5 min)
 - b) Discussion and adoption of 2017 Meeting Calendar (per Bylaws§ III.A.) (Council) (5 min)
5. **REPORTS AND UPDATES:**
 - a) Update on WICC membership and approval of WICC bylaws by the Board of Supervisors on December 20, 2016 (Staff) (5 mins)
 - b) Report on 2017 Watershed Calendar publication and distribution (Staff) (2 mins)
 - c) Report Impacts of Recent Weather Events on Water Supply and the Napa River (Phil Miller, Flood District) (15 mins)

(cont.)

- d) Update on Sustainable Groundwater Management Act implementation and submittal of Napa Valley Groundwater Basin Analysis Report to Dept. of Water Resources (Staff) (5 mins)
- e) Update on 2017 Watershed Summit/Symposium – Tentative date Thursday, May 25th (Staff) (2-5 mins)
- f) Other reports and updates (Staff/Council) (5-10 mins)

6. **PRESENTATIONS AND DISCUSSION:**

- a) Napa County Wildlife Conservation Commission - mission, funding and projects, a presentation by Wesley Salter, Napa County Planning, Building and Environmental Services (15 mins)
- b) Napa Creek Bird Monitors - middle and high school students performing professional-level avian monitoring along Napa Creek, a presentation by Alex Greene, Education Coordinator, Napa-Solano Audubon Society, and local students (15-20 mins)

7. **REPORT, DISCUSSION AND POSSIBLE ACTION:**

- a) Report on WICC Website ad hoc subcommittee, facilitated workshop and prioritization of key website enhancements for 2017 (Staff/Subcommittee) (15 mins)

8. **INFORMATIONAL ANNOUNCEMENTS:**

Exchange of informational announcements and events (Staff/Council/Public) (5 mins)

9. **FUTURE AGENDA ITEMS:**

Discussion of possible items for future agendas (Staff/Council) (2 mins)

- Update on Napa County Climate Action Plan – Special Meeting, February 23rd
- 2017 student water conservation video contest judging

10. **NEXT MEETING:**

Regularly scheduled meeting: March 23, 2017 – 3:00 p.m. (Chair)
2751 Napa Valley Corporate Drive, South Campus, Building A,
First Floor, Madrone Conference Room, Napa CA 94558

11. **ADJOURNMENT** (Chair)

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, 804 First St., Napa CA 94559-2623.





-- ACTION MINUTES --

AGENDA

SPECIAL MEETING

Thursday, November 3, 2016, 3:00 p.m.

**Napa County Office of Education
2121 Imola Avenue, Napa CA 94559**

--- Note Special Meeting Location ---

Board of Directors

- Susan Boswell
- Tosha Comendant
- Diane Dillon
- Marita Dorenbecher
- Jeri Gill
- David Graves
- Gary Kraus
- Jason Lauritsen
- Kenneth Leary
- Gretchen Stranzl
- McCann
- Alfredo Pedroza
- Brent Randol
- Kimberly Richard
- Scott Sedgley
- Pamela Smithers
- Peter White

Alternates

- Keith Caldwell
- Barry Christian
- Paul Dohring
- Richard Hall
- Irais Lopez-Ortega
- Mary Luros
- Belia Ramos

Staff

Patrick Lowe,
Secretary
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1. CALL TO ORDER AND ROLL CALL (Chair)

David Graves (as Vice Chair) called the meeting to order.

Members Present: *Tosha Comendant, Marita Dorenbecher, Jeri Gill, David Graves, Gary Kraus, Alfredo Pedroza, Brent Randol, Kimberly Richard, Scott Sedgley, Pamela Smithers, Peter White*

Members excused: *Susan Boswell, Diane Dillon, Jason Lauritsen, Kenneth Leary, Gretchen Stranzl McCann*

Members absent: *None*

Staff present: *Patrick Lowe, Jeff Sharp, Chris Apallas*

2. APPROVAL OF ACTION MINUTES from September 22, 2016 (Chair) (2 min)

Approved as presented.

<i>SB</i>	<i>TC</i>	<i>DD</i>	<i>MD</i>	<i>JG</i>	<i>DG</i>	<i>GK</i>	<i>JL</i>	<i>KL</i>	<i>GSMC</i>	<i>AP</i>	<i>BRI</i>	<i>KR</i>	<i>SS</i>	<i>PS</i>	<i>PW</i>
<i>E</i>		<i>E</i>					<i>E</i>	<i>E</i>	<i>E</i>						

3. PUBLIC COMMENT – In this time period, anyone may comment to the Council regarding any subject over which the Council 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 Council as a result of any item presented at this time. (Chair)

Gary Margadant, Mt. Veeder Rd., thinks the WICC should look into the flow bypass requirements for dams for Conn, Rector and Bale creeks and believes the municipalities should release water to keep the stream from going dry. Mr. Margadant ask how many of the Council and public rely upon a wells for their water.

Gordon Evans, Atlas Peak Rd., announced that he emailed a letter to the Council addressing his concerns from the September 22nd meeting. Mr. Evans appreciated those who have responded. Mr. Evans said that swimming holes are dry/shallow or covered with algae and that you can no longer kayak the river and that Chinook salmon could be seen from the Zinfandel Lane bridge. Mr. Evans said that the hillsides were mostly lush woodlands dotted with modest vineyards. Now Mr. Evans says that deforestation, runoff and siltation and over-pumping of groundwater has

devastated our riparian areas that were once the Napa River and led to loss of flora and fauna and carbon sequestration. Mr. Evans said the title of WICC includes the words watershed and conservancy and not to lose sight of those words when making recommendations on the Sustainable Groundwater Management Act (SGMA) alternative to the Board of Supervisors.

Chris Malan, Atlas Peak Rd., presented an SF Chronicle article “Fisheries Hit Hard by Vast Sea Change.” Ms. Malan said the SF Bay Estuary is a premier estuary. Ms. Malan says we can no longer recreate in the upper reaches of the Napa River because there is no water, or if there is water, it is polluted pools. Ms. Malan said she could kayak the river seven years ago and that it is not possible today. Ms. Malan says that everyone who lives in Napa is responsible for what happens to the bay and that there is a law that says the municipalities should be releasing water below their dams.

Pam Smithers clarified that the WICC will not be making recommendations today but is rather serving as a conduit for public comments and discussion on the SGMA process and Basin Analysis Report. Gordon Evans responded that he only wanted to paint a historical picture and what has transpired overtime. Ms. Smithers said everyone is welcome to comment individually. Patrick Lowe added that the WICC’s role is community education and outreach related to groundwater and that is why the discussion on SGMA and the Basin Analysis Report is setup in a workshop format.

Scott Sedgley added that the members of the Council take what they hear at these meetings back to their respective organizations and municipalities, and are effective at that level to lobby for things to happen.

**4. PUBLIC WORKSHOP: PRESENTATION, DISCUSSION AND PUBLIC COMMENT ON THE:
NAPA VALLEY GROUNDWATER SUSTAINABILITY – A BASIN ANALYSIS REPORT FOR THE NAPA VALLEY
GROUNDWATER SUBBASIN (DRAFT PLAN) (APPROX. 2 HRS 30 MINS)**

Napa County and its consultants have completed work on a Basin Analysis Report to meet the requirements of the California Sustainable Groundwater Management Act (SGMA). The report is a sustainability alternative defined under SGMA. The *Napa Valley Groundwater Sustainability – A Basin Analysis Report for the Napa Valley Subbasin*, provides an analysis of the basin demonstrating it has operated within its sustainable yield for a period of 10 years or more and is being managed consistent with the goals of SGMA and California Department of Water Resources regulations.

The WICC is providing this workshop to update the community on the County’s SGMA implementation efforts and to provide an opportunity for community input.

Public Workshop

1. Brief overview of SGMA and Local Implementation
2. Presentation and Review of the Basin Analysis Report
3. Comments and Questions from the Council and Public
4. Next Steps

David Graves introduced the workshop and provided two quotes for the Council/public to ponder, regarding the use of models to help our understanding, and that there will be additional opportunities for comments on the plan (report) once it goes to the State Department of Water Resources for review and acceptance. Mr. Graves gave an overview of the workshop format and introduced Patrick Lowe.

Alfredo Pedroza assured everyone that there will be another opportunity to comment on the process and report when it is presented to the Board of Supervisors on December 13th.

Patrick Lowe announced the availability of items around the room, including: signup sheets, speaker cards, FAQs, response to comments document, display maps locating the subbasin, a hard-copy of the draft report, information about the self-monitoring program and equipment available to well owners. Mr. Lowe reviewed the purpose of the workshop and provided the Council with an overview of the Sustainable Groundwater Management Act (SGMA) and timeline, the basin prioritization process conducted by State Department of Water Resources (DWR), the location of the Napa Valley Subbasin, what Groundwater Sustainability Agencies (GSA) and Plans (GSP) include, and what an alternative submittal contains (for the Napa Valley Subbasin, the alternative is an analysis of basin conditions, (i.e., the Basin Analysis Report). Mr. Lowe outlined the State's role in the process, summarized the County's groundwater planning, management and research since the 2008 General Plan, and discussed the County's groundwater level monitoring program and annual reporting. Mr. Lowe outlined next steps in the County's SGMA process, noting the draft report will be presented to the Board of Supervisors on December 13, 2016, for their review and approval to submit it to DWR prior to January 1, 2017. Mr. Lowe said the County's annual monitoring report should come out in April 2017, and model updates are planned for the County's DHI MIKESHE surface/groundwater model if funding assistance from the State can be obtained. Updates to the Basin Analysis Report would be due by 2022 and work would start right away on preparing updates to the report; which would involve bringing elements to the WICC for review and comment.

Chris Malan asked if questions asked today will be answered before December 13th. Mr. Lowe confirmed. Yes. Comments that can be addressed today will be answered and others will be addressed in the response to comments document.

Mr. Lowe noted that written comments on the draft report received through Wednesday, November 9th will be included in the response to comments document, which will be included in the Board of Supervisor's agenda packet for Board's December 13th meeting. Comments are welcome beyond the 9th, but agenda deadlines may limit the ability to address late comments in the response to comments document that will go to the Board of Supervisors.

Audience comment – asked for clarification of the model used by the County to look at the hydrologic impacts of vineyard development related to the general plan update. David Graves answered it was the MIKE SHE from DHI (Danish Hydrologic Institute). Mr. Lowe noted that information about that model is available in the technical appendices for the General Plan Update of 2008.

Audience comment – When the alternate plan (report) is submitted to the Board of Supervisors on December 13th, and if they choose not to submit it, running past the due date, what are the repercussions? Mr. Lowe responded saying an expedited path would be needed to create a groundwater sustainability agency (GSA) by June 30, 2017 and that interim eligibility for DWR grant funding could be lost. He added that staff would recommend submittal of the alternative plan regardless, because you are not precluded from forming a GSA at any time. Submittal would provide more time to form the GSA after the June 30th deadline if that is the wish of the Board of Supervisors.

Vicki Kretsinger Grabert, Luhdorff & Scalmanini Consulting Engineers (LSCE), provided a presentation outlining the prepared Basin Analysis Report (alternative to a GSP – analysis of conditions) and reviewed comments received to date and refinements made. Ms. Kretsinger reviewed the content requirements of an alternative GSP per state law. The report covers a longer base-period than required (28 yrs rather than 10) and illustrates sustainable groundwater conditions within the Napa Valley Subbasin. The report is very large and compiles groundwater work conducted over the past seven plus years. The report contains objectives and goals and sets thresholds and metrics to measure and monitor groundwater sustainability into the future. 113 wells are currently included in the monitoring program. Conditions in the main valley Subbasin (in the alluvium) have been stable overall for decades. In general, the spring depth to groundwater on the valley floor is relatively shallow (10-30'), exhibiting conditions of a full basin. There is an interaction between surface and groundwater, connectivity of which varies spatially along the river system and by time of year. The river has had no-flow days documented as far back as the 1930's, mostly associated with periods of dry (drought) years and dry periods within individual years (seasonally). Groundwater does contribute to the

total volume of stream flow. The Napa River system is sensitive to climatic changes/variability through changes in precipitation.

Reid Bryson, Luhdorff & Scalmanini Consulting Engineers (LSCE), defined sustainability according to SGMA regulations and reviewed the scale of the analysis conducted for the report, including setting the base period, establishing the water budget and components of various model inputs to test past and future sustainability of the Subbasin. Annual variations in the Subbasin are driven by precipitation, upland runoff and streamflow. The long-term net average annual storage of the Subbasin is positive at 5,900 AFY (modeled from 1988 to current). A future modeling scenario was also evaluated for 2016-2025. Sustainable yield is not a fixed number and can vary from year to year and overtime. Estimated sustainable yield for the Subbasin (based upon observed pumping) has been in the range of 17,000-20,000 AFY.

Ms. Kretsinger reviewed other chapters in the report and discussed the establishment of sustainability indicators and required quantifiable metrics to set minimum thresholds and measurable objectives to avoid “causing undesirable results.” The “depletion of surface water” is a key sustainability metric for the Napa River system. Fall groundwater elevation levels serve as good proxies for minimum stream flow objectives and thresholds, and serve as proxies for other sustainability indicators. The goal would be to meet or exceed a set range of measurable objectives to maintain or improve groundwater conditions. Annual reports are required as part of the new SGMA regulations, much of which is already being done and will continue into the future. Annual reports by the County will cover the entirety of the County and not just the Napa Valley Subbasin. Every five years a more comprehensive assessment is required under SGMA. Best management practices are included in the report and will be updated with new BMPs now under development at DWR. Table 10-1 in the report provides a set of recommendations to maintain and protect groundwater sustainability and improve our understanding of the groundwater system. Next steps include responding to comments received, preparation of a final draft Basin Analysis Report, presentation of that report to the Board of Supervisors on December 13th and submittal of the final report to DWR before January 1st.

Mike Hackett asked what assumptions were used to determine the future scenario in the report. Mr. Bryson said that the future scenario was based upon modeled precipitation, evapotranspiration, and current and projected land use in the Napa Valley Subbasin.

David Graves mentioned the code reference to the SGMA regulations for those interested in reading it – CA Code of Regulations (CCR) Title 23 Division 2 Chapter 1.5 Subchapter 2.

Chris Benz, Napa Sierra Club, expressed appreciation for the work that went into the analysis. Ms. Benz commented on the discrepancy between the calculated water budget showing an increase of 6,000 AFY and what is observed which is stable groundwater levels and that there is significant uncertainty of the upland runoff, surface water outflow and baseflow components of the model. Can you give us an idea of how much uncertainty there is in the estimates (+ or – how many AFY)? What type and location of additional monitoring would help determine upland inflow contributions to the basin? Our local concern is that change in the ground cover on the hillsides (deforestation) could affect the inflow of rainwater into the basin. How can we look at this in greater detail now and in the future?

Ms. Kretsinger responded stating that the basin characterization used in the report for the valley floor could be expanded in the future to look more closely at geology in the hillsides to better inform hillside input components in the model.

Gary Margadant, asked questions on behalf of someone who left – Is pond evaporation included in the analysis and is climate change considered in the report? Will the dredging of the Napa River have any effect on the absorption of water into the ground? Mr. Margadant is concerned with the problem areas found inside the valley, i.e. Petra Dr. What type of criteria is used to determine these problem areas? Mr. Margadant suggests other problem areas: Dunaweal Rd., somewhere near St. Helena, and Dry Creek Rd. at Orchard Ave. Mr. Margadant asked if extensive discussions about proposed winery use of groundwater is enough for the County to revisit SGMA and the sustainable use of groundwater? Are the change and/or clustering of well drilling permits in an area an indication that there is going to be a problem? The groundwater level charts

shown in the 2016 CASGEM report, fig. 2.6, show depths 40-130' and that those areas are the problem areas. Is that what is used to determine these problem areas or is it just complaint driven? The Grand Jury Report of 2014-15 says that Napa County should develop contingency planning for a sustained drought. This report is focused only on the Napa Valley Subbasin. Mr. Margadant suggests that the Board of Supervisors revise their response to the Grand Jury saying that this process will address that need. Mr. Margadant said that Santa Clara and Orange County are doing a great job with groundwater and that Napa County should look to them to see what management is being done. Mr. Margadant said the he will submit additional written comments.

Gordon Evans, said the report emphasizes the need for monitoring and sharing of water data. Mr. Evans was glad to finally get his well monitored for the self-monitoring program. Mr. Evans wants to help the County to help us all, but he has heard these comments/remarks "depends if we are interested in a particular well or area," "we don't want to incur extra expense," "the County will except data and reports but may not do anything," "hillside data is not required by the State. Maybe if there is enough interest we will do that," and "people are afraid to turn data over to the County." Mr. Evans would like to know how serious is the County is about the voluntary well monitoring program?

David Graves commented that the Groundwater Resources Advisory Committee (GRAC) spent a lot of time discussing data confidentiality and many in the community are concerned about their static well level data being widely available to anyone.

Mr. Evans responded that when a neighbor's well failed, he went to the Assessor's office and looked at the 'parcel report' which stated there was not a groundwater problem. That statement on the parcel report was apparently put on the report by a third party vendor to mean no study was conducted; which was confusing for the casual observer or one who may purchase the parcel. A common down to earth common sense explanation of the data and numbers is needed.

Chris Malan, said if we have undesirable results in a medium or high priority basin you must do a groundwater management plan. Moving forward with an Alternate Plan in March before DWR regulations and BMPs were approved is putting the cart before the horse, not knowing what the management tools are. A GSP will map out what we will have to do to manage the aquifer sustainably. DWR has determined the Napa Valley Subbasin is in moderate decline since 1950. The monitoring data show that. All of the charts should show a regression line showing the decline overtime on recharge and groundwater levels. We are dewatering the mainstem near St. Helena. The Alternative is wishy-washy on management and does not provide distinctive management tools and objectives to reach a sustainable yield. The public wants management and groundwater for their children. The Alternative plan says there is a big problem with groundwater quality, particularly with boron, arsenic, nutrients/nitrogen – why do we want that to get worse? We have land subsidence (albeit under a foot) in several areas of the County - the land is sinking. Ms. Malan will submit more comments. Ms. Malan would like LSCE's work to be peer reviewed. More public involvement is needed. An ad-hoc group was formed but Ms. Malan was not asked to be on it – it included no environmental groups, which was a gap. Ms. Malan would like the report to project the trajectory we are on given land use and where we are headed, for example the thousands of acres of deforestation and losing our recharge.

Michele Benvenuto, commented on the ad-hoc committee mentioned by Chris Malan. Ms. Benvenuto clarified that if the reference was to the Groundwater Resources Advisory Committee (GRAC), that committee was formed via an application process and was appointed by the Board of Supervisors and included the Sierra Club and 15 members representing a broad spectrum of the community. Only two positions on the GRAC were held by the wine industry.

Chris Malan, responded to Ms. Benvenuto saying that the GRAC was pre SGMA and the document references an ad-hoc committee and she doesn't know what that reference referred to.

Pam Smithers commented that it is very important that we pick the right wells to represent the basin, referencing Table 7-2 in the report. Some of these selected wells are newer wells and/or are right on the river. Is it possible to select other additional wells that are not so close to the river given the need to understand the upland runoff component and achieve the goal to select wells to study the surface flow

interaction of the basin? Do the selected wells fulfill that need/goal? The report talks about declines in some wells. Do we need less wells near the river, or should we add more wells that show decline, to those that we are setting minimum thresholds? The County should commit more money to fill some of the data gaps that are mentioned in the report (e.g. a well in the south area to measure salinity). A larger distribution of these special wells across the basin where thresholds are monitored would show the public that we are representing the entire basin with these selected wells. If money is a constraint, consider adding more of these wells over time. Ms. Smithers noted that the 6,000AFY projected excess of water in the basin is only 2.5% of the total inflows to the basin. If that number is wrong we could be in trouble. Is the 6,000 number high enough given the assumption that land use is being held constant at 2011 levels? 6,000 seems like a slim “positive” number.

Steve Donoviel added that a stratified randomized selection of the wells in the network would be a better representation of the basin as a whole. Mr. Donoviel added, why aren't the hills being monitored? That is where the future growth and deforestation will occur. The valley floor is sold-out. It is short-sided not to sample the hillsides too.

Patrick Lowe said that they have answers to all of the questions raised and will provide them in the response to comments table. Mr. Lowe pointed out that the State DWR will be the ultimate arbitrator of whether or not the basin is sustainable. The job of the County is to provide the State with the information they have requested in order to make that assessment.

Pam Smithers complemented staff and the consultants for making refinements to the document and water budget based upon comments received at the last meeting WICC workshop, adding that those changes show that you are really listening to the comments received and lends to the trust of the public.

Kimberly Richard asked why the role of deforestation on soil moisture is left out of the scope of analysis for the Basin Analysis Report? Deforestation plays a role in climate, groundwater and hillside erosion. Ms. Richard would like more detail than what was provided in the response from the September 22nd meeting; where it was stated that deforestation is out of the scope of the analysis. Please elaborate more on why deforestation was not included since it plays a vital role.

5. UPDATE, REPORT, DISCUSSION AND POSSIBLE ACTION:

a) Report and discussion on possible amendment of the Council’s Bylaws (Staff) (10 mins)

Approved amendment to the bylaws as presented.

<i>SB</i>	<i>TC</i>	<i>DD</i>	<i>MD</i>	<i>JG</i>	<i>DG</i>	<i>GK</i>	<i>JL</i>	<i>KL</i>	<i>GSMC</i>	<i>AP</i>	<i>BRI</i>	<i>KR</i>	<i>SS</i>	<i>PS</i>	<i>PW</i>
<i>E</i>		<i>E</i>					<i>E</i>	<i>E</i>	<i>E</i>						

b) Other reports and updates (Staff/Council) (5-10 mins)

None provided.

6. INFORMATIONAL ANNOUNCEMENTS:

Exchange of informational announcements and events (Staff/Council/Public) (5-10 mins)

None provided.

7. FUTURE AGENDA ITEMS:

Discussion of possible items for future agendas (Staff/Council) (5 mins)

None provided.

8. **NEXT MEETING:**

January 26, 2017 – 3:00 p.m.

2751 Napa Valley Corporate Drive, South Campus, Building A
 First Floor, Madrone Conference Room, Napa CA 94558

Next meeting date announced by staff. The WICC's November 17, 2016 meeting will be canceled.

9. **ADJOURNMENT (Chair)**

Meeting adjourned.

<i>SB</i>	<i>TC</i>	<i>DD</i>	<i>MD</i>	<i>JG</i>	<i>DG</i>	<i>GK</i>	<i>JL</i>	<i>KL</i>	<i>GSMC</i>	<i>AP</i>	<i>BRI</i>	<i>KR</i>	<i>SS</i>	<i>PS</i>	<i>PW</i>
<i>E</i>		<i>E</i>					<i>E</i>	<i>E</i>	<i>E</i>						

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Voting Key

If not unanimous, votes will be tallied (*N* = No; *A* = Abstained, *E* = Excused) using the following Board Member abbreviations: *SB* = Susan Boswell; *TC* = Tosha Comendant; *DD* = Diane Dillon; *MD* = Marita Dorenbecher; *JG* = Jeri Gill; *DG*=David Graves; *GK* = Gary Kraus; *JL* = Jason Lauritsen; *KL* = Kenneth Leary; *AP* = Alfredo Pedroza; *BRI*=Brent Randol; *KR*=Kimberly Richard; *SS* = Scott Sedgley; *PS* = Pamela Smithers; *RS* = Rita Steiner; *GSMC* = Gretchen Stranzl McCann; *PW* = Peter White; Alternates: *KC* = Keith Caldwell; *BC*=Barry Christian; *PD* = Paul Dohring, *ILO* = Irais Lopez-Ortega, *ML* = Mary Luros, *BR2* = Belia Ramos.

Example Key:

<i>SB</i>	<i>TC</i>	<i>DD</i>	<i>MD</i>	<i>JG</i>	<i>DG</i>	<i>GK</i>	<i>JL</i>	<i>KL</i>	<i>AP</i>	<i>BRI</i>	<i>KR</i>	<i>SS</i>	<i>PS</i>	<i>RS</i>	<i>GSMC</i>	<i>PW</i>
<i>E</i>			<i>A</i>				<i>N</i>		<i>A</i>							



Item #4 - DISCUSSION AND ACTION

- a) Election of Chair and Vice-Chair for 2017 (per Bylaws§ II.A.) (Board) (5 min)
 - b) Discussion and adoption of 2017 Meeting Calendar (per Bylaws§ III.A.) (Board) (5 min)
-

EXCERPT FROM THE WICC BYLAWS

Excerpt regarding election of officers:

- 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's annual organizational meeting, the membership of the WICC shall elect the Chair and Vice-Chair from among themselves.

Excerpt regarding adoption of yearly calendar:

- III. **MEETINGS**
 - A. **Date of Regular Meetings.**
... the WICC shall adopt at the first meeting of the WICC, of each calendar year. Notwithstanding the foregoing, any regularly scheduled meeting of the WICC 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.



Watershed Information & Conservation Council

WICC



2017

Meeting Calendar

A Tradition of Stewardship
A Commitment to Service

Members:

Susan Boswell
Emma Chow
Tosha Comendant
Diane Dillon
Marita Dorenbecher
Jeri Gill
David Graves
Gary Kraus
Jason Lauritsen
Kenneth Leary
Gretchen Stranzl McCann
Alfredo Pedroza
Brent Randol
Kimberly Richard
Scott Sedgley
Pamela Smithers
Peter White

Alternates:

Barry Christian
Paul Dohring
Jeffrey Durham*
Doris Gentry*
Irais Lopez-Ortega
*Pending appointment

Staff:

Patrick Lowe
Nat. Resources Conservation
Manager, Public Works
Jeff Sharp
Principal Planner, Public Works
Robert Martin
Legal Counsel, County
Counsel's Office

— Meeting Details —

Time: 3:00 PM

Location: 2751 Napa Valley
Corporate Drive, Building A,
First Floor, Madrone
Conference Room
Napa CA 94558

These are public meetings
All are welcome to attend

Time and location may change
as directed by the Council

www.napawatersheds.org

January

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
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- Regular Meeting Dates



- Tentative Meetings or Workshops

RESOLUTION NO. 2016-189

**A RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS,
STATE OF CALIFORNIA, AMENDING THE WATERSHED INFORMATION
AND CONSERVATION COUNCIL BYLAWS**

WHEREAS, on May 21, 2002, the Board adopted Resolution No. 02-103 creating the joint Napa River Watershed Conservancy and Watershed Information Center Board which was later renamed the Watershed Information and Conservation Council (“Council”); and

WHEREAS, since creation of the Council in 2002, the Board of Supervisors has adopted several resolutions affecting the role, structure and meeting details of the Council and those changes need to be memorialized and incorporated into the Council’s bylaws; and

WHEREAS, the Council is an advisory committee and its bylaws can only be amended by the Board of Supervisors; and

WHEREAS, on November 3, 2016 the Council discussed and recommended that the Board of Supervisors amend the Council’s bylaws to change the Council’s regular meeting time and location; and

WHEREAS, the Board desires to change the time and location of the Council’s meetings to better secure the Council’s meeting location and address the needs of the Council membership;

NOW, THEREFORE BE IT RESOLVED that the Napa County Board of Supervisors hereby finds as follows:

1. The Bylaws of the Watershed Information and Conservation Council shall be amended effective immediately to read in full as set forth in Exhibit “A”, attached hereto and incorporated by reference herein.
2. All other terms and provisions of prior Resolutions pertaining to the Watershed Information and Conservation Council not in conflict with the terms and provisions of this Resolution shall remain unchanged and in effect.
3. The County Executive Officer is directed to place a copy of this Resolution, or appropriate summary thereof, in Section 28 of Part II of the Napa County Policy Manual.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED
 by the Napa County Board of Supervisors, State of California, at a regular meeting of said Board
 held on the 20th day of December, 2016, by the following vote:

AYES: SUPERVISORS DILLON, WAGENKNECHT, CALDWELL,
 LUCE and PEDROZA

NOES: SUPERVISORS NONE

ABSTAIN: SUPERVISORS NONE

ABSENT: SUPERVISORS NONE

NAPA COUNTY, a political subdivision of the State
 of California

By: 
 ALFREDO PEDROZA, Chair of the
 Board of Supervisors


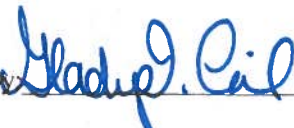
<p>APPROVED AS TO FORM Office of County Counsel</p> <p>By: <u>Robert Martin, Deputy County Counsel</u></p> <p>Date: <u>December 19, 2016</u></p>	<p>APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS</p> <p>Date: December 20, 2016</p> <p>Processed By:  Deputy Clerk of the Board</p>	<p>ATTEST: GLADYS I. COIL Clerk of the Board of Supervisors</p> <p>By: </p>
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EXHIBIT A-2 CLEAN COPY

Adopted May 21, 2002; Resolution 02-103
Amended February 24, 2004; Resolution 04-26
Amended June 8, 2004; Resolution 04-77
Amended July 13, 2004; Resolution 04-102
Amended November, 1, 2005; Resolution 05-202
Amended April 25, 2006; Resolution 06-82
Amended January 29, 2013; Resolution 2013-06
Amended June 23, 2015; Resolution 2015-82

**BYLAWS OF THE WATERSHED INFORMATION AND
CONSERVATION COUNCIL OF NAPA COUNTY**

I. THE WATERSHED INFORMATION AND CONSERVATION COUNCIL OF NAPA COUNTY

A. Name. The official name of the Council shall be the Watershed Information and Conservation Council of Napa County, hereinafter referred to as the "WICC."
(Per Resolution No. 2015-82)

II. OFFICERS. The officers of the WICC 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's annual organizational meeting, the membership of the WICC 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 the WICC 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. The Chair shall have all the rights and duties enjoyed by any other member of the WICC, including the right to make and second motions.

D. Secretary. The Natural Resources Conservation Manager, in the Water Resources Division of the Public Works Department, shall serve ex officio as the Secretary of the WICC.

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

F. Term of WICC members. Each member of the WICC shall serve for a period of four

(4) years. Members serving on the WICC as elected officials and their alternates shall serve the same term as their elected office.

G. Service and termination of WICC membership.

1. **Service.** Members appointed to the WICC by the County Board of Supervisors shall serve at the will and pleasure of the County Board of Supervisors.
2. **Termination.** A WICC member's term may be concluded before expiration if any one of the following events occurs:
 - a. The member's absence from three consecutive regular meetings during the term year, unless confined by illness or other absence approved by a majority of the WICC at any meeting thereof, will be considered as having involuntarily resigned the position as a member of the WICC.
 - b. The member's resignation is submitted to the Chair.
 - c. The member no longer resides in Napa County.
 - d. The member is convicted of a felony or any offence involving a violation of the member's 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 shall be on the fourth Thursday of every other month beginning in January, apart from November, when the meeting shall be held on the third Thursday, as shown on a calendar, which the WICC shall adopt at the first meeting of the WICC, of each calendar year. Notwithstanding the foregoing, any regularly scheduled meeting of the WICC 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 3:00 pm and continue until all agendaized business is concluded unless adjourned earlier on motion of the WICC 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 2751 Napa Valley Corporate Drive, Building A, First Floor Conference Room - Madrone, 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 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. Such written notice may be dispensed with as to any WICC member who at or prior to the time the meeting convenes files with the Secretary of the WICC 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 only under the following conditions:
1. **Emergencies.** Upon a determination by the WICC 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 or, if less than two-thirds of the potential votes are present, a unanimous vote of the WICC members present, that there is a need to take immediate action and the need to take action came to the attention of WICC 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 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 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 members are absent from any regular meeting or adjourned regular meeting the Secretary or Acting Secretary of the WICC may declare the meeting adjourned to the next regular meeting of the WICC. 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 to take action or to deliberate concerning WICC 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 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 the WICC shall be conducted in accordance with and pursuant to the parliamentary procedure prescribed in the most current version of the Sturgis "Standard Code of Parliamentary Procedure."
- C. Recording of Meetings.** Any meeting of the WICC, other than a closed session permitted under the Brown Act, may be recorded by any person, unless the WICC determines that such recording could constitute a disruption of the proceedings.
- D. Presentations to the Council.** Any person desiring to address the WICC shall, when recognized by the Chair, give their name and/or address. The Chair may, in the interest of facilitating the business of the WICC, 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 Council Actions.** All official actions or decisions by the WICC shall be documented and kept by the Secretary. The vote or votes of each member of the WICC on every question shall be recorded. Only action minutes will be maintained, however, electronic recordings will be made of each meeting of the WICC whenever possible and shall be available to the public at the WICC offices.

V. VOTING AND QUORUM

- A. Roll Call Vote.** A roll call vote may be required in voting upon any motion of the WICC 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 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 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 to form a quorum and take affirmative action.
1. A final vote on any matter before the WICC may be reconsidered during the meeting at which the vote was taken provided all persons concerned with the matter are still present, and further provided the motion to reconsider shall be made by a member voting with the majority on the final vote.
 2. If all persons concerned with a matter are not present, or if a member so chooses, a motion to reconsider a final vote on any matter may be given not later than the next regular meeting by a member voting with the majority on the final vote, provided notice of intention to move such reconsideration shall have been given at the meeting on which the final vote was taken.
 3. A motion for reconsideration shall have precedence over every motion except a motion to adjourn.

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.



Watershed Information & Conservation Council

of Napa County

Board of Directors

Susan Boswell
Tosha Comendant
Diane Dillon
Marita Dorenbecher
Jeri Gill
David Graves
Gary Kraus
Jason Lauritsen
Kenneth Leary
Gretchen Stranzl
McCann
Alfredo Pedroza
Brent Randol
Kimberly Richard
Scott Sedgley
Pamela Smithers
Peter White

Alternates

Keith Caldwell
Barry Christian
Paul Dohring
Richard Hall
Irais Lopez-Ortega
Mary Lueros
Belia Ramos

Staff

Patrick Lowe,
Secretary
Natural Resources
Conservation Mgr.,
Public Works

Jeff Sharp,
Principal Planner,
Public Works

Robert C. Martin,
Legal Counsel
Deputy Counsel,
County Counsel's
Office

804 First Street,
Napa, CA
94559-2623

Tel: 707-259-8600

info@napawatersheds.org

December 19, 2016

Napa County Planning Commission
1195 Third Street, Room 210
Napa, CA 94559

Dear Commissioners,

The Watershed Information and Conservation Council (WICC) of Napa County and the Napa County Resource Conservation District (RCD) are proud to present you with a copy of the 13th annual Watershed Education Calendar, *"Exploring Napa County's Trails and Hikes."*

The 2017 calendar highlights Napa County's most scenic and accessible outdoor places. We hope that this calendar will inspire you and others in our community to get outside and explore Napa County's watersheds. Each month provides exploration tips and describes some of the plants and animals one might see during their outing. By working together we can help protect our watershed lands, preserving the enjoyment and environmental amenities they offer. We hope you enjoy this 13th edition of our watershed education calendar!

The objective is to distribute the calendar as widely as possible to individuals living and working in Napa County. Four thousand copies of the calendar are being distributed throughout the community.

If you desire additional copies, please contact Eric McKee at 707.252.4189 x3120 or eric@naparcd.org. Your feedback on the calendar is welcome and should be directed to Eric at the above number or e-mail.

The calendar was made possible through a joint effort of the WICC and RCD.

Happy Holidays!


Patrick Lowe

Secretary,
Watershed Information & Conservation Council
Natural Resources Conservation Program
Napa County



NAPA COUNTY
RCD



Resource
Conservation
District

Explore Napa County: Trails & Hikes

2017 Watershed Awareness Calendar

Napa County Resource Conservation District and the
Watershed Information & Conservation Council of Napa County

Watershed Information
& Conservation Council



WICC
NAPA COUNTY

Exploring Napa County

(Cover photo) Hikers are rewarded with sweeping vistas while walking the Oat Hill Mine Trail, Chris Cahill

(Below) Classic blue oak woodland surrounding Lake Hennessey, Andrew Lincoln



Napa County Resource Conservation District (RCD)

NAPA COUNTY
RCD



RCD was established in 1945 to help the community make smart decisions about taking care of natural resources in Napa County. Our work helps ensure that future generations enjoy watersheds with productive agriculture, healthy cities, and thriving streams. RCD connects people to one another and to their watersheds. Below are a few of the things we do each year:

- Host volunteer cleanups, planting days, hands-on workshops, lectures, and symposia
- Connect thousands of students to our watersheds
- Consult with hundreds of landowners on erosion prevention, irrigation, habitat projects, and farm planning
- Track Napa River's fish populations using innovative tools and share findings with the public and regulatory agencies

Sign-up for RCD's e-newsletter at NapaRCD.org

Watershed Information & Conservation Council of Napa County (WICC)

Watershed Information
& Conservation Council



The WICC improves the health of Napa County's watersheds by informing, engaging, and fostering partnerships within the community.

The WICC collects, distills, and disseminates the best possible information, tools and education concerning the County's surface water, groundwater, and natural resources to help the community discover and understand their watersheds and make well-informed decisions.

WICC supports cooperation and collaboration that fosters partnerships, research, and community education that maintains and improves water quality, native plant and wildlife habitat, and ecological processes.

Visit NapaWatersheds.org to stay informed about news, events, and opportunities.

Tips & resources for exploring Napa County

By highlighting Napa County's most scenic and accessible outdoor spaces, we hope this calendar will inspire you to get outside and explore Napa County's watersheds.

Be safe outdoors

- Know the area you are visiting
- Stay on marked trails
- Bring a full water bottle, and leave another full bottle in the car
- Take only pictures, leave only footprints
- Pack snacks
- Pack it in, pack it out
- Bag and carry out all pet waste
- Read and follow posted signage, respect private properties



Useful resources

Books

[Day Hikes Around Napa Valley](#)

Robert Stone

[Great Day Hikes in and Around Napa Valley](#)

Ken Stanton

Online

[NapaOutdoors.org](#) Interactive map hosted by the Napa County Regional Park & Open Space District.

Guided

[NapaLandTrust.org](#) Land Trust of Napa County leads hikes on preserves and conservation easements.

[NapaSolanoAudubon.com](#) Napa Solano Audubon Society leads monthly guided walks at local open space areas.



Things to do

- Plan a scavenger hunt
- Geocache for hidden treasures while hiking
- Take photos and share them
- Watch for resident and migratory birds
- Journal your experience
- Draw and paint what you see
- Note changes in soil and rocks
- Picnic with friends
- Observe seasonal changes like migrating birds, wildflowers blooms, or fall colors
- Count your steps for fitness
- Use [iNaturalist.org](#) to record observations
- Volunteer
- Breathe deep

(Left to right) Oat Hill Mine Trail is great for biking and hiking, Chris Cahill.

Wildflowers abound at Skyline Park, Frances Knapczyk



This calendar is produced by Napa County Resource Conservation District and the Watershed Information & Conservation Council of Napa County

Special thanks

Eric McKee, Leigh Sharp, Patrick Lowe, Jeff Sharp, Andrew Lincoln, Chris Cahill and all the photographers who contributed to the calendar.

Photo credits

Unless stated otherwise, all photos in this calendar are copyright or belong to Napa County RCD. All rights reserved.

This calendar was prepared for informational use only. No liability is assumed for the accuracy of the information or data displayed or delineated herein.



Get involved, Get informed, Join us

Come to free WILD Napa lecture series

WILD Napa takes place on the second Wednesday of every month at the Napa Library. Each lecture focuses on wildlife of Napa County. Check NapaRCD.org for special lectures in American Canyon and St. Helena.

Volunteer!

RCD hosts Coastal Cleanup, Earth Day Cleanup, and community oak volunteer events throughout the year. Events are open to all.

Subscribe to the RCD and WICC newsletters

Newsletters connect you to local events, volunteer opportunities, and exciting projects in our watersheds.

Make use of RCD conservation services

RCD staff evaluate drip irrigation systems and groundwater levels, assist with reducing vineyard and dirt road erosion, habitat enhancement, farm planning, and carbon farm planning.

Attend a WICC meeting

WICC meetings are held every other month and are a great way to stay informed about issues affecting the County's watershed health. Visit NapaWatersheds.org for meeting dates and agendas.

Donate to the RCD

Your contribution is especially needed to support our youth education and watershed monitoring. Donate at NapaRCD.org.

Have a watershed year!

-Your friends at RCD and WICC

1/18/17



WICC Website Subcommittee

10/3/16 Meeting Summary Notes

The major outcomes of this workshop are prioritization and refinement of key enhancements to the WICC website that addresses the WICC's mission and strategic goals.

Major WICC subgoals addressed by the WICC website and potential enhancements:	
Subgoal 1B	Serve as a clearinghouse for groundwater resource data, mapping and monitoring
Subgoal 2A	Educate a community with varying levels of interest and knowledge
Subgoal 2B	Expand the number of website users
Subgoal 2D	Promote the WICC to targeted groups to increase understanding and stewardship
Subgoal 2F	Expand the WICC's role in local community education and student instruction
Subgoal 3B	Provide regular WIC updates to local agencies

Take Home: Main Points from the Workshop

- Increase the number of website users
- Drive more users to the site
- Present information from the basics to the details – and do it well
- Limit information to that which is most relevant
- Personalize the people involved with WICC: “Put a face on it”
- Content and design should focus on “Why should I care” and “What’s in it for me”

Topic 1: Review Enhancement Strategies from Nov 2015 Subcommittee Meeting

Steve Kokotas of MIG demonstrated the completed 2015-16 enhancements including:

- Created mobile and tablet versions of the site.
- Improved user friendliness of email notice and made signup more prominent.
- Provided access to “shp” file formats of the site’s GIS data via the metadata.
- Featured watershed projects on the home page.
- Purchased and redirect the “napawatershed.org” domain name to the main domain name “napawatersheds.org.”

- Use Google Analytics to identify monitor strategic plan goals and inform site improvements.

Related subcommittee recommendations:

Overall, the features were well received with the exception of the email signup. Committee members expressed that the addition of an open field for email signup has added clutter and confusion to the home page top banner; some users think the email signup field is a search field.

Other suggestions related to the completed 2015 improvements include:

- Use the new email title tool to specify the major topic(s) for each email blast.
- Add info to the “kml Help File” to assist those wanting the data in “shp” file format.
- Add feature photos to the slide-show (would need good quality images) to encourage feature clicks. Have a set of good ‘stock’ photos available to use with home page features.
- In general, use good photos throughout the site enhance the user experience--especially on small screens.
- “Feature” the maps and what they have to offer (tell major topical stories using the interactive maps).
- Add features to the weekly digest.
- Add social media links on site pages (currently on news and events only).
- Add a Google Analytics filters to isolate and filter some County of Napa staff use.

Topic 2: Discuss and Prioritize Future Enhancements

The Subcommittee reviewed enhancements suggested at the November 2015 subcommittee meeting and offered a number of possible implementation actions. In general, the focus was on increasing website users and improving site interaction and function. The recommendations offered are listed under the appropriate enhancement and are presented below in the order discussed at the workshop (numbered items).

Based on the feedback at the workshop and subsequent feedback from workshop participants via email and telephone conference, the highest level priority is to “get more people to the site” by “giving the site the best inexpensive facelift possible.”

Based on this direction, the most important enhancement priority is **Enhancement 5: Redesign and/or re-brand the WICC and its website**. Please note, however, that many of the recommendations and specific actions in the other four enhancement opportunities are also relevant and will be incorporated into the final enhancement work plan.

- 1. Increase youth engagement via contests, games and the integration of social media;**
 - a. Add game/quiz to site to test watershed IQ/knowledge – with facts that could be found on website. Game link could be circulated via Facebook or e-newsletters.
 - b. Sponsor or create after-school contests.

Related subcommittee recommendations:

- Improve outreach to grow our subscriber list
 - Use webinars to grow user list
 - Utilize WICC speaker videos/presentations for site content
 - Strongly encourage email sign-up at events with option to opt-out
 - Use the Annual Watershed Calendar to highlight email sign-up opportunities (use a QR code on fliers and media as a quick link to sign-up)

RECOMMENDED ACTIONS:

- The current FY16-17 scope of work includes the development of a “Citizen Science Tool” to help engage youth (and adults) in collecting and providing valuable field data.
- A water conservation photo contest is planned for spring of 2017

- 2. Improving teacher/student use by providing curated access to watershed education and youth ecology curriculum and resources;**

- a. Create lesson plans/curriculum that direct students to use WICC as a resource as part of the learning activity.
- b. Create or curate content for teachers and students. Ideas include creating a “From Kids to Kids” section and providing online watershed stewardship or youth ecology curriculum or links.

Related subcommittee recommendations:

- Contact local educators to determine if they are using the site
- Develop separate page(s) for Kids and Teachers
- Try a contest to build youth use of the site (note this recommendation is a specific implementation of Enhancement 1 targeted to kids/teachers)
 - Video/Photo contest/competition (for adults too)
- Publicize the site to teachers/researchers
 - Outreach postcard with link to resources – direct marketing
- Package the map data for kids – ‘where is your school’

RECOMMENDED ACTIONS:

- The WICC should partner more closely with schools, teachers and educators to collect and develop relevant information, curriculum and lesson plans as well as other interactive resources. This work can be included in the FY17-18 WICC workplan.

3. Extending website partnership opportunities to key stakeholders to better leverage social media and innovative media content resources;

- a. Add video features with themes such as “Why volunteer” and “Behind the scenes”.
- b. Manage a WICC Facebook page or Twitter account and do automatic cross-posting using a tool like Hootsuite.
- c. Extend website administration to key partner agencies or organizations to improve administration efficiency and website utility.

[Related subcommittee recommendations:](#)

- Add a footer to the weekly email digest that offers the ability to submit an event for WICC hosting
- Outreach to possible partners:
 - Napa Valley Vintners
 - Napa Resource Conservation District
 - Napa Learns
 - School clubs
 - Sierra Club
 - Napa-Solano Audubon
 - Friends of the Napa River
 - Local Gov. – Napa Sanitation Dist., Regional Park Dist, County, Cities/Town
 - Schools – public & private

RECOMMENDED ACTIONS:

For 2017, work closely with the Napa County PIO and Webmaster to do the following:

- Identify and implement better cross-linking from the Napa County website to the WICC website.
- Add the WICC Map Services to the list of online County services available.
- Submit important and timely topic information to the PIO for County posting to social media outlets (e.g. groundwater, CAP, ...).
- Use the PIO’s expertise to help package and “message” WICC hot topics or issues to improve their social media appeal and reach.

4. Enhancing the decision support capabilities of the site via advanced search capabilities and highly customized content curation for stakeholder groups such as environmental stewardship groups and governmental agency officials.

- a. Improve ease of finding information by improving the search functionality and adding filters based on major content types or areas of interest.
- b. Highlight watershed results using a visual leaderboard or dashboard of key metrics.
- c. Improve the “I’m a ...” (audience type) drop down by making it more visible and creating “micro-sites” that reflect the needs and interests of each audience through custom design, narrative and the features and content highlighted for each audience type.

Related subcommittee recommendations:

- Develop the top 5 issues and build pages/resources around them
 - Re-vision/re-do “I’m a ...” in the header – to be the top 5 filter tool
 - Top-five – what are they? Determine that the five topics are (use focus group). Here are possible topics based on County priorities.
 - Groundwater Supply
 - River and Stream Flows
 - Water Quality
 - Invasive Plants
 - Oaks and Forest Health
 - Climate Change
 - Wild Animals
 - Use the homepage image carrousel to highlight the top 5
- Leverage the Watershed Symposium to build awareness of the site
 - Support teacher attendance as in the past – paying for substitutes
- Capitalize on Watershed Awareness Month
 - Publicize site resources during month of May
- Leverage the Maps – let folks now we have the resource
 - Add/Refine search your surroundings – your watershed

RECOMMENDED ACTIONS:

- Incorporate the above recommendations into the redesign of the website home page and major topic landing pages.

5. Redesign and/or re-brand the WICC and its website.

Related subcommittee recommendations:

- Implement simple design changes – focus priorities on building site users

- Change to a more modern font
- Add imagery to event list view
- Add location map to event detail page
- Use focus groups to refine how to present information
- Enhance homepage layout and navigation
 - Less homepage clutter
 - Improve the use of a banner – banner tools/layout
 - Make the email sign-up pop more
 - Better utilize search tool
 - Improve menu dropdowns
 - Add a direct link to Council information – what, programs, meetings, ...
 - Change menu headings, “information” is vague – get rid of “planning” – use hot topics --- “priorities” “good to know” “need to know” – Possible headings:
 - Hot topics
 - Deep dive
 - Maps
 - Watershed Health
- Improve library content access
 - Develop user filters to sort/present content
 - Explore the use of drop-down to see folder content
- Build a video library – Possible start “Wildlife Series”

RECOMMENDED ACTIONS:

Implement a redesign of the home page and major topic landing pages that results in a less cluttered user experience. In addition to the recommendations above some specific ideas include:

- Make “What is the WICC” more prominent - maybe just a longer bar with the same text)
- Make "Sign up to learn more" more prominent - maybe adjacent to "What is the WICC")
- SEARCH should be very prominent / maybe the only top bar item - remove "I am a" ..and all the items, put search where you currently have “enter your email,” where most people would look for a search bar)
- Provide 5 Quick Links- there are 5 now with drop downs for specific things, this is nice but maybe not with the upper header link area, remove the upper header all together with the exception of Search, which will make other links

more visible until we can redo these with new links and images, which would be clicked on via the banner images relative to the topics noted as discussed.

- Fast Facts (currently Watershed Characteristics).- add some quick amazing facts and links at the start to get people interested
- What Can you Do (currently Watershed Care).- add a volunteer component with a link to various watershed protection groups/watershed conservation organizations etc.
- What Are Others Doing. - everything on the site relative to restoration/protection etc. road improvements etc. ITAS
- KIDS section. - Games/ contests and simple facts for children, create a new page, post kid-friendly events parents can take kids to (i.e., the rotary screw trap, wildlife events, hikes, ...)
- Hot Topics. - Current issues and topics of interest/concern (i.e., Groundwater Management, Climate Action Planning, Fish, watershed protection measures/regulations (as we see what local members are interested in topics may change overtime)
- Scientific Data (Maps /geology /wells /graphs etc.)
- On each page offer an icon for "DEEP DIVE" a person "diving in", use the same icon on pertinent pages to take people to the folders/documents/links etc. where they may find out more information.