

# North Santa Clara Resource Conservation District (NSCRCD)

*An independent special district of the State of California*

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## Regular Meeting of the Board of Directors

Thursday, March 5, 2026, at 5:45 p.m.

### ACTION MINUTES

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Closed session was held in-person only. Online access to the meeting began with opening of regular agenda.

#### 1. Call to Order:

- 1.1 *Determination of Quorum:* The meeting was called to order by President Maitski. Directors present: President Frank Maitski, Vice President Gerardo Ixteyo Loera, and Directors Gail Bautista, Jeannie Entin, and Matt Roben. Executive staff present: District Manager/District Clerk Stephanie Moreno and District Counsel Julie Gantenbein.
- 1.2 *Government Code 54953.8:* No requests received for a Director to participate remotely utilizing the *Just Cause* provisions of the Brown Act.

2. **Closed Session Meeting Agenda:** Approved by consensus of the Board.

3. **Public Comment – Closed Session Items:** None.

#### 4. Closed Session:

- 4.1 *Conference with Real Property Negotiators (Government Code §54956.8; 1 item)*  
*Property:* 21551 Shillingsburg, San José, CA  
*Agency Negotiator:* District Manager Stephanie Moreno  
*Negotiating parties:* Linming Jin and Junping Zheng  
*Under negotiation:* Lease Agreement (price and terms of payment)

5. **Report from Closed Session:** District Counsel Gantenbein reported that there was no reportable action taken in closed session.

#### 6. Regular Session Meeting Agenda:

*Motion: Approve the regular session agenda as presented. (Entin/Loera; 5-0-0)*

7. **Public Comment – Matters Not on the Agenda:** None

8. **Consent Agenda:** District Manager Moreno reported a numbering issue with the consent agenda items that needed to be amended.

*Motion: Approve the consent agenda as amended. (Bautista/Entin; 5-0-0)*

#### 9. Administration:

- 9.1 *Director Appointments:* Director Bautista announced her intent to resign, effective March 6, 2026. By consensus, the Board affirmed use of the existing application and interview process that was established for previous vacancies for all 2026 appointments, and Vice President Loera and Director Roben offered to assist with recruitment planning.
- 9.2 *SB 827 Fiscal & Financial Training:* District Manager Moreno reviewed the new requirement; no action taken.
- 9.3 *CSDA Special District Leadership Academy:* Directors will let District Manager Moreno know if they are interested in attending.

- 9.4 *Cost Allocation Plan:* By consensus, the Board affirmed having the District Manager move forward with issuing an RFP to secure a contractor to develop a District cost allocation plan to enable full cost recovery of indirect expenses on grant projects.

**10. Programs and Projects:**

- 10.1 *2025-2030 Long Range Plan:* The Board scheduled Sunday, March 29, 2026 from 9:00 a.m. to 1:00 p.m. for the next long range planning meeting, and would like Megan Fluke to facilitate the meeting (estimated \$2,500 facilitator budget for prep, meeting, and post-meeting activities).
- 10.2 *Program and Project Update:* District Manager Moreno gave an update on the status of District programs and projects, including the *Tri-County Cannabis Habitat Restoration Project* (pending award decision) and the *Los Gatos Creek Fish Passage and Habitat Restoration Project* (FRGP concept proposal submitted). On behalf of Associate Director Lanman, she reminded the Board of the need to start planning the redwood planting project soon to ensure fall planting, and reported that the District's *Chinook Salmon Natal Stream Analysis Project* has documented evidence of a Chinook salmon that was spawned and reared in the Guadalupe River, and subsequently returned as an adult to spawn.

- 11. Partner Reports:** Genevieve Yip, Valley Water, reported their Standard Grants Program is open and will be accepting applications through April 24, 2026. District Manager Moreno complimented Valley Water on their *Resilient Landscapes: Defensible Space Meets Urban Cooling* workshop held as part of Valley Water's Landscape Professional Summit 2026, and requested that they consider offering a similar workshop for the general public.

- 12. Board Member, Associate Director, Committee, and Executive Director Reports:** The Directors received various updates and reports on topics and activities relevant to the District.

- 13. New Business/Items for Next Agenda:** President Maitski requested that consideration be given to inviting the Santa Clara LAFCO Executive Officer to make a presentation to the Board at a future meeting.

**14. Meeting Adjourned**

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**Consent Agenda Items**

*Action Items:*

- 8.1 Approve minutes for the December 4, 2025 Regular Board meeting.
- 8.2 Approve minutes for the January 8, 2026 Regular Board meeting.
- 8.3 Authorize the District Manager to execute a *Healthy Watersheds and Thriving Cities Project* subagreement with San Francisco Estuary Institute, and to execute and submit all relevant documents, to receive funding in an amount up to \$60,000.00 for the *Los Gatos Creek Fish Passage and Habitat Restoration Project*.
- 8.4 Authorize the District Manager to execute an amendment(s) to the existing agreement with Applied River Sciences to revise the scope of work and budget to include services to be performed for the *Los Gatos Creek Fish Passage and Habitat Restoration Project* using designated CARCD-WCB and SFEI funding.
- 8.5 Authorize the District Manager to execute a limited availability/sole source contract for an estimated \$6,000.00 for Mike Garello of HDR to perform peer review of construction designs for the *Los Gatos Creek Fish Passage and Habitat Restoration Project*.
- 8.6 Authorize the District Manager to submit a proposal to Xerces Society for the 2026 Habitat Kit Program.

*Information Only:*

- 8.7 Attorney for California Chaparral Institute; *Vegetation Treatment Projects Request for Notice under CEQA*; received February 18, 2026.
- 8.8 County of Santa Clara Finance Agency; *Quarterly Investment Report for Schools and Special Districts for the period ending December 31, 2025*; dated February 27, 2026.