

# North Santa Clara Resource Conservation District (NSCRCD)

*An independent special district of the State of California*

## Special Meeting of the Board of Directors

Wednesday, July 9, 2025, at 5:45 p.m.

### ACTION MINUTES

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

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**1. Call to Order:** The meeting was called by President Maitiski. Directors present: President Frank Maitiski, Vice President Gail Bautista, Director Jeannie Entin, Director Gerardo Ixteyo Loera, and Director Matt Roben (arrived at 5:58 p.m.) Associate Directors present: Associate Director Brian Schmidt. Executive staff present: Executive Director/District Clerk Stephanie Moreno and District Counsel Julie Gantenbein.

**2. Meeting Agenda:**

*Motion: Approve the agenda as presented. (Entin/Loera; 4-0-0; 1 absent)*

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

**4. Consent Agenda:** Executive Director Moreno requested that Item 4.5 be continued.

*Motion: Approve the consent agenda as amended. (Maitiski/Bautista; 4-0-0; 1 absent)*

**5. Presentations:**

5.1 *Guadalupe River Flood Control Project Mitigation and Monitoring Plan:* District Counsel Gantenbein, Executive Director Moreno, and NSCRCD Consultant Scott McBain of Applied River Sciences gave a presentation regarding Valley Water’s implementation of the Mitigation and Monitoring Plan in coordination with the Adaptive Management Team, of which North Santa Clara RCD is a member. Karl Neuman, Valley Water Project Manager for the Upper Guadalupe River Flood Protection Project, participated in the presentation and expressed support for Mr. McBain’s continued involvement in the project.

5.2 *NSCRCD Overview:* Presentation was continued until a later date by consensus of the Board due to time constraints.

**6. Partner Reports:** None

**7. Administration:**

7.1 *Federal Funding Update:* Executive Director Moreno reported that a payment of approximately \$31,000 has been received from USDA-NRCS for the Farm & Ranch Resilience Program.

7.2 *2025-2030 Long Range Plan:* Executive Director Moreno shared the results of the Director survey to determine dates and site visit preferences, and reviewed the draft constituent survey. The Board discussed the dates for which all Directors are available (August 12 and August 21, 2025) and which locations would be most impactful to visit first. They requested that Executive Director Moreno determine which locations would work best for the selected dates.

*Motion: Move the August Board meeting to August 12, 2025. (Entin/Roben; 5-0-0)*

7.3 *Personnel Policy/Employee Handbook*: District Counsel Gantenbein reported on progress of the policy update commissioned by the Board, and responded to a question from Director Entin about the Executive Director evaluation. The handbook will be brought to the Board at the September 2025 meeting since the August 2025 meeting will be held in the field.

**8. Board Member, Associate Director, Committee, and Executive Director Reports:** Updates and reports from Directors and the Executive Director on topics and activities relevant to the District.

**9. New Business/Items for Next Agenda**

**10. Meeting Adjourned**

**Consent Agenda**

*Action Items:*

- 4.1 Approve minutes for the May 3, 2025 Special Board meeting.
- 4.2 Accept and verify annual statement of District financial condition for FY24-25.
- 4.3 Authorize the Executive Director to vote for Board of Directors candidate Ryan Clausnitzer (Incumbent) on behalf of NSCRCD for Seat B – Bay Area Network in the upcoming California Special Districts Association Board of Directors election.
- 4.4 Authorize the Executive Director to select candidate(s) and vote on behalf of NSCRCD in the upcoming Special Districts Risk Management Authority Board of Directors election.
- ~~4.5 Authorize the Executive Director to submit and/or co-submit resolutions requesting actions to provide greater transparency, accountability, and inclusion to the CARCD Policy Committee for consideration at the 2025 CARCD Annual Business Meeting. – (Continued)~~

*Information Only:*

- 4.6 The Honorable Julie A. Emede, Presiding Judge, Santa Clara County Superior Court; *Invitation for Executive Director Moreno to attend the Discharge and Empanelment Ceremony for the Grand Jury*; dated May 21, 2025.
- 4.7 Santa Clara LAFCO; *LAFCO Budget for Fiscal Year 2025-2026*; dated June 11, 2025.
- 4.8 County of Santa Clara, Department of Planning and Development; *Notice of Preparation of a Subsequent Environmental Impact Report for the proposed 2023 Lehigh Permanente Quarry Reclamation Plan Amendment (County File No. PLN23-100)*; dated June 12, 2025.
- 4.9 NSCRCD pre-application to the Santa Clara Valley Open Space Authority's Urban Grant Program for a proposed new backyard conservation program; submitted June 26, 2025.
- 4.10 Special Districts Risk Management Authority; *2025-26 New Program Year*; dated July 1, 2025.