

# 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, April 2, 2026, at 5:45 p.m.

### ACTION MINUTES

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*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 ayes and abstentions called out by Director name.*

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#### **1. Call to Order:**

- 1.1 The meeting was called to order by President Maitski. Directors present: President Frank Maitski, Vice President Gerardo Ixteyo Loera, Director Jeannie Entin, and Director Matt Roben, with one Director seat vacant. Associate Directors present: Gail Bautista (present for portions of meeting due to technical issues). 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. Meeting Agenda:**

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

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

#### **4. Consent Agenda:** District Manager Moreno requested that Item 4.2 be continued because the March transactions figure from the County have not yet been received.

*Motion: Approve the agenda as amended. (Maitski/Roben; 4-0-0)*

#### **5. Administration:**

- 5.1 *Director Appointments:* District Manager Moreno reviewed the scoring sheet, and the Directors confirmed the process they would use for the interviews. The Board interviewed the two candidates, Leah Stern and Paulina Ozuna Chaves, who had submitted applications for the unscheduled vacancy. The Board was impressed by both candidates and stated their belief that each of them was qualified to serve and would bring exceptional value to the District and its constituents. Following discussion, the Board voted to recommend Leah Stern as the lead candidate to serve as a Director on the Board since her qualifications and experience more closely matched the District's mission, and requested that District Manager Moreno communicate the results to both candidates. The Board also agreed the District would benefit from both candidates' continued involvement and hoped each would be willing to share their time, energy, and talents with the District going forward.

*Motion: Recommend Leah Stern as the lead candidate for the role as a director on the Board, and direct the District Manager to draft the letter of recommendation, to be approved by the Board President and Vice President, and submitted to the Board of Supervisors by April 17, 2026. (Entin/Roben; 4-0-0)*

5.2 *District Policies:* District Manager Moreno explained the need to add a design-build process into the bidding policy in order to use it for the Los Gatos Creek Fish Passage and Habitat Restoration Project under certain State grant guidelines. The amended policy is being prepared and will be placed back on the agenda when it is ready for review.

**6. Programs and Projects:**

6.1 *2025-2030 Long Range Plan:* District Manager Moreno requested a timeline for completion of the draft long range plan the Board asked her to prepare during the March 29, 2026 meeting. They requested the first draft be ready for discussion at the May meeting, and will schedule additional meetings as needed.

**7. Partner Reports:** None

**8. Board Member, Associate Director, Committee, and Executive Director Reports:** The Directors received various updates and reports on topics and their activities relevant to the District. District Manager Moreno reported that last night San Jose Water submitted a request for the District to partner with them as lead agency and/or project applicant on a Valley Water conservation grant application that is due before the District's next meeting, and that absent any objections from the Board, she will move forward on that possibility and schedule follow up at the next meeting if needed. Director Entin raised the possibility of using interns to manage social media. Director Roben inquired about succession planning; District Manager Moreno briefly reviewed current protocol through the District Counsel's office and indicated that this topic was raised in the SWOT analysis, and is part of the long range planning process that will be discussed further in the process. Director Loera requested that the District consider posting Board meeting recordings online, and District Manager Moreno responded there would be some ADA issues that the District would have to address if they are posted to the website, but that could be explored.

**9. New Business/Items for Next Agenda:** Draft long range plan will be on the next agenda. Other potential items: bidding policy, new ADA website accessibility rules, and subcontractor agreements for the CDFW Cannabis Habitat Restoration Grant. District Manager Moreno requested the Board consider adopting resolutions of appreciation for former Directors and Associate Directors.

**10. Meeting Adjourned**

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**Consent Agenda Items**

*Action Items:*

- 4.1 Approve minutes for the March 5, 2026 Regular Board meeting.
- 4.2 ~~Accept quarterly financial report (January—March 2026).~~ *Continued*
- 4.3 Approve appointment of Gail Bautista as District Associate Director for a 4-year term beginning April 2, 2026.
- 4.4 Authorize the District Manager to execute letters of engagement with Harshwal & Company LLC for FY 23-24 and FY 25-26 biennial audits.
- 4.5 Adopt a resolution authorizing the District Manager to submit a CDFW Fisheries Restoration Grant Program application and execute grant agreement if awarded for the *Los Gatos Creek Fish Passage and Habitat Restoration Project*.
- 4.6 Adopt a resolution authorizing the District Manager to submit a Coastal Conservancy application and execute grant agreement if awarded for the *Los Gatos Creek Fish Passage and Habitat Restoration Project*.

*Information Only:*

- 4.7 Santa Clara LAFCO; *Notice of Public Hearing to consider adoption of the Proposed Work Plan and Budget for FY27*; received March 11, 2026.
- 4.8 County of Santa Clara Controller-Treasurer Department; *Updates on Excess ERAF*; dated March 16, 2026.
- 4.9 County of Santa Clara Controller-Treasurer Department; *Year End Closing for FY2026 - Special District*; dated March 27, 2026.

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