

Minutes of February 19th 2026 LCRCDD Board Meeting

CALL MEETING TO ORDER

Randy Krag of the LCRCDD Board of Directors, called the meeting to order at 1:03 p.m, Jing Wang will take the Minutes.

Directors Present: Randy Krag, Kate Schmidt-Hopper, Shula Shoup, Merry Jo Velasquez, Harry Lyons, Joseph Sullivan, Tony Blyleven (Associate Director)

Directors Absent: Steve Campbell

Others Present:

In Person: Jing Wang (Bookkeeper), Erica Lundquist (NRCS District Conservationist)

Virtually: Julia Sullivan (Executive Director)

1. INTRODUCTIONS and consideration of extra items not appearing on the posted agenda.

- Board President Randy Krag explained Board Director Steve Campbell's absence: Steve was in a serious vehicle collision on Highway 29 on the 11th of February.
- Board Director Harry Lyons asked to add an additional discussion item which was not on the posted agenda, to discuss the current status of scholarships offered by the RCD. Which was accepted by Randy as item 5.7.

2. PUBLIC INPUT - Anyone may speak for three minutes on a subject not on the agenda; no action will be taken by the Board.

- Associate Director Tony Blyleven provided an update on the "Trout in the Classroom" program:
 - He explained that on February 26 (Thursday) he planned to pick up and deliver trout eggs starting at Yountville at 8:00 AM, then visit six classrooms in Hidden Valley, Lower Lake and Upper Lake. Tony invited all Board Directors to join.
 - He described logistical challenges caused by a new Department of Fish and Wildlife administrator, that he was still in limbo about where the fish could legally be released, but that he was working with a local Fish & Wildlife warden and the new administrator to resolve challenges.
 - He requested to be placed on next month's agenda so he could report back with more information and photos from the classroom visits and egg distribution.

3. BOARD REVIEW AND UPDATES

3.1 UPDATE on staff activities - Julia Sullivan, Executive Director

- Executive Director Julia Sullivan gave a comprehensive update on staff work and strategic plan implementation.
 - On February 11th, Amy Stork facilitated an in-person strategic plan implementation workshop with RCD staff, which Julia commented was excellent.

- o Julia stated that once planning was complete, the next steps would involve restructuring some programs and supervisory lines, updating all position descriptions and creating work plans for the next year for every staff person.
- o Julia announced that the RCD would likely be moving into the new office space within 2–3 weeks.
- o Julia had introduced a new staff report format responding to Board feedback from the prior month. Besides general appreciation, the Board had the following feedback:
 - Initials-only made it hard to discern who was who.
 - The spreadsheet layout was a bit too tight and hard to read.
- o Upon inquiry by Randy, Julia offered an update on the status of the SALC planning grant, including giving a breakdown of a recent kickoff meeting.

3.2 ROLL CALL on ongoing projects with Board Host

- Randy Krag – no updates.
- Harry Lyons – no updates.
- Kate Schmidt-Hopper
 - o Kate (with Harry) reported on Field Day on the Creek. The event is taking place on April 30th, 2026. Kate and Harry are moving forward with contacting presenters and redesigning the event format.
 - o Julia stated that she is still working on transportation support from the RCD.
- Shula Shoup - no updates.
- Merry Jo Velasquez
 - o Merry Jo gave an update on the Kids in the Creek, and she is hopeful about the status of the event, which might take place in late spring.
- Steve Campbell - absent
- Joseph Sullivan - no updates.

3.3 UPDATE on NRCS activities - Erica Lundquist

- Erica gave a status update on NRCD activities
 - o Erica is finishing conservation planning for clients, and getting ready for ranking projects which is due at the end of March.
 - o She noted she was receiving strong support from the RCD's Forest Health and Sustainable Agriculture teams.
 - o Erica also described the office move/renovation from the NRCS side, and noted the County's remarkable support for both the NRCS and the RCD.

3.4 UPDATE from President and Directors

- Randy Krag - no updates.
- Harry Lyons - no updates.
- Kate Schmidt-Hopper
 - o Kate stated that she was excited about the RCD's increasing engagement with the agricultural community in Lake County. She applauded this direction and offered to help in any related events.
- Shula Shoup - no updates.

- Merry Jo Velasquez - no updates.
- Steve Campbell - absent
- Joseph Sullivan - no updates.

3.5 UPDATE from Strategic Planning Committee

- Julia announced that the Strategic Planning Committee has fulfilled its planning purpose, as staff has moved onto the implementation planning phase. This agenda item will be removed from future meetings.

4. ACTION – Includes discussion.

4.1 VOTE on approval of January 2026 meeting minutes

Discussion: None.

Motion to Approve: Kate Schmidt-Hopper

Seconded: Merry Jo Velasquez

Ayes: Randy Krag, Harry Lyons, Kate Schmidt-Hopper, Shula Shoup, Merry Jo Velasquez, Joseph Sullivan

Nays: None

Absent: Steve Campbell

Abstained: None

Result: Passed

4.2 VOTE on acceptance of December 2025 financial report

Discussion:

- Merry Jo pointed out a potential point of confusion, that the financial package was labeled “through December 31”, but the A/R Aging Detail said “as of February 12, 2026”. Bookkeeper Jing Wang explained that this was intentionally provided so the Board could see more current aging. Merry Jo stated that she preferred the more current aging reports for oversight.
- Randy noted that Accounts Receivable was over \$500,000 at December 31 and had not dropped much by February 12, and whether this indicated a changing climate for reimbursements. Harry responded that slow payers had long existed and large A/R balances were not new.
- Randy referenced a note from Finance Manager Megan McCluer that about \$150,000 had been spent for General Operations in the first six months of the fiscal year. He asked where that figure appeared in the presented reports. Julia and Jing explained the sources of GO spending, how the expenses are embedded in current financial reports, and how staff might include a GO-expense specific report in future Board packets.

Motion to Approve: Joseph Sullivan

Seconded: Merry Jo Velasquez

Ayes: Randy Krag, Harry Lyons, Kate Schmidt-Hopper, Shula Shoup, Merry Jo Velasquez, Joseph Sullivan

Nays: none

Absent: Steve Campbell

Abstained: none

Result: Passed

4.3 VOTE in CARCD Election of Officers for the Board of Directors, for the Adoption of Resolutions, and for Approval of the Amended Bylaws

Discussion:

- Harry suggested that a formal Board vote was not necessary, that this item was about how RCD would cast its ballot in CARCD's internal election, not about an action of the district itself.
- Harry's suggestion was accepted by Randy, and discussion was then deferred to item 5.3 CARCD ballot and resolutions.

Motion to Approve: NO MOTION

4.4 VOTE on approval of Landowner Access Agreement in partnership with Lake County Land Trust

Discussion:

- Randy asked why this access agreement was being brought to the Board, noting that landowner access agreements are often routine and not always Board-level. Julia explained that the previous Land Trust access agreement had been executed by the Board, and this new one was meant to supersede that earlier version, so Board authorization was appropriate. The new agreement contained no significant updates or unusual changes.
- Merry Jo stated that she was now the President of the Land Trust Board, and asked to recuse herself. Kate abstained as well due to potential conflict of interest.

Motion to Approve: Harry Lyons

Seconded: Joseph Sullivan

Ayes: Randy Krag, Harry Lyons, Shula Shoup, Joseph Sullivan

Nays: None

Absent: Steve Campbell

Abstained: Kate Schmidt-Hopper, Merry Jo Velasquez

Result: Passed

4.5 VOTE on approval of application to the Wildlife Conservation Board for implementation funding for Kuhlanapo

Discussion:

- Julia explained that this WCB application was part of the same overall Kuhlanapo project the Board had already supported with a prior resolution authorizing application, and the necessity of this vote is triggered by RCD organizational policy. However, Julia recommended postponing any vote at this meeting because she did not yet have the final updated budget and narrative from LACO, and would for the Board to see the full, up-to-date proposal (including scope, budget, and narrative) before being asked to formally approve the implementation application.
- Merry Jo added historical and technical context of the project.

- Randy accepted Julia's recommendation and tabled this vote until a future meeting.

Motion to Approve: TABLED, until a future meeting.

4.6 VOTE on approval of Communications & Outreach Specialist position description

Discussion:

- Julia explained the position, that it would be a shared full-time position between Lake County RCD and the Lake County Land Trust. This position would be employed and hosted by the RCD, with 50% of time and associated costs billed back to the Land Trust via monthly invoicing.
- The role responded to similar needs in both organizations: Communications, Outreach materials, Events support, Website and social media content.
- The position was fully funded for at least one year, based on existing grants and Land Trust commitment.
- The Board and Julia discussed potential issues including clarification and expectations on role responsibilities and role workload.

Motion to Approve: Joseph Sullivan

Seconded: Harry Lyons

Ayes: Randy Krag, Harry Lyons, Shula Shoup, Joseph Sullivan

Nays: None

Absent: Steve Campbell

Abstained: Kate Schmidt-Hopper, Merry Jo Velasquez

Result: Passed

4.7 VOTE on approval of RESOLUTION NO. 2026-01: District spending on special events

Discussion:

- Resolution 2026-01 defined when and how district funds could be spent on special events (e.g., holiday parties, retirement events, potential anniversary events).
- Julia explained that the resolution grew out of required Ethics trainings earlier in the year. The RCD's Legal counsel at BB&K had reviewed and approved the draft resolution.
- Julia highlighted that district funds could be used for events that clearly serve a general public benefit or advance organizational purposes.

Motion to Approve: Merry Jo Velasquez

Seconded: Kate Schmidt-Hopper

Ayes: Randy Krag, Harry Lyons, Kate Schmidt-Hopper, Shula Shoup, Merry Jo Velasquez, Joseph Sullivan

Nays: None

Absent: Steve Campbell

Abstained: None

Result: Passed

5. DISCUSSION – Does not include action.

5.1 LCRCDD/LCFSC and RRA annual presentations to the County Board of Supervisors scheduled for March 17, 2026 at 9:15AM

- The Board discussed the upcoming joint presentation (RCD/FSC & RRA) to the Lake County Board of Supervisors.
- Julia reported that the 30-minute presentation had been scheduled for March 17 at 9:15 AM. Julia will present on behalf of the RCD and the Lake County Fire Safe Council, while RCD Program manager John Vandervort will present on behalf of the Lake County Community Risk Reduction Authority (RRA).
- Julia invited all Board Directors to attend.

5.2 Watershed Restoration Program Manager recruiting/hiring update

- Julia gave an update on the Watershed Restoration Program Manager recruitment. Full interviews were scheduled for the following week.

5.3 CARCD ballot and resolutions

- The Board reviewed the CARCD ballot (officers, bylaws, and resolutions) and gave direction to the Board Secretary (Merry Jo Velasquez) on how to cast Lake County RCD's vote via the CARCD online form.
- LCRCDD's votes are as follows:
 - President: Molly Watkins. Vice President: Peter Braudrick. Secretary–Treasurer: Matt Hurley. Amended Bylaws?: Yes.
 - Resolution #1: Approve. Resolution #2: Approve. Resolution #3: Approve. Resolution #4: Approve. Resolution #5: Abstain. Resolution #5: Abstain. Resolution #6: Abstain. Resolution #7: Do Not Approve. Resolution #8: Approve. Resolution #9: Abstain.

5.4 Board role in advancing new strategic plan and feedback on staff report format

- Julia revisited the topic of the Board's evolving role now that the RCD had transitioned from a largely Board-led organization to a staff-led one, and adopted a formal Strategic Plan.
- Strategic Planning Consultant Amy Stork suggested creating a curriculum for the Board to work through over six months to clarify Board support to advancing the strategic plan. Doing so can strengthen Board members' sense of purpose and fulfillment in their roles. RCD Board Directors indicated support for the idea.
- The Board reiterated that the new staff report format was promising.

5.5 Committee structure and Brown Act compliance

- Julia reported back on a question raised at the previous meeting about whether the RCD could use ad hoc committees without triggering Brown Act requirements. Julia had consulted RCD legal counsel at BB&K, who confirmed that the RCD examples such as the Executive Director Review Committee and the Finance Committee are acceptable as ad hoc committees.

- BB&K recommended that the RCD rename the “Finance Committee” to the “Budget Committee”, to make it clear that the committee’s role is strictly limited to developing the annual budget, and not acting as a standing oversight body for all finances.
- The Board requested that relevant policy/manual excerpts on committees and Brown Act guidance be included in the next agenda packet.

5.6 Upcoming ten-year anniversary of LCRCDD (established July 1, 2016)

- The Board discussed whether to host some kind of celebration or mixer around July 1, 2026, which marks 10 years since the East and West Lake RCDs were consolidated into the Lake County RCD.
- No decision was made.

5.7 – LCRCDD Scholarship (Not on original agenda. Added by Board President during Agenda item 1.)

- Harry reported that he had received an inquiry from a Lower Lake High School counselor about whether the RCD is still offering scholarships.
- The Board discussed the current status of RCD scholarships and reached consensus that, the Meisenbach scholarship has been fully expended and no longer offered, and that the RCD is planning a new scholarship, but it will not be available in time for this year’s graduation.
- Board Director Joseph Sullivan requested that an update be made to the RCD website to reflect the end of the Meisenbach scholarship.

7. AGENDA ITEM REQUESTS

- Tony Blyleven (Associate Director) requested a follow up agenda item to give an updated report on “Trout in the Classroom”.

8. ADJOURNMENT

Motion to Adjourn: Merry Jo Velasquez

Seconded: Joseph Sullivan

Ayes: Randy Krag, Harry Lyons, Kate Schmidt-Hopper, Shula Shoup, Merry Jo Velasquez, Joseph Sullivan

Nays: None

Absent: Steve Campbell

Abstained: None

Result: Meeting Adjourned

The meeting was adjourned at 3:15 p.m.