

North Santa Clara Resource Conservation District (NSCRCD)

An independent special district of the State of California

Regular Meeting of the Board of Directors Wednesday, December 4, 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.

1. Call to Order:

- 1.1 *Determination of Quorum:* The meeting was called to order by President Maitski with three Directors present in person: President Frank Maitski, Vice President Gail Bautista (left at 5:45 p.m.), and Director Gerardo Ixteyo Loera. Director Entin joined the meeting remotely after Item 1.2 was approved. Directors absent: Director Matt Roben (excused). Associate Directors present: Associate Director Brian Schmidt. Executive staff present: Executive Director/District Clerk Stephanie Moreno and District Counsel Julie Gantenbein.
- 1.2 *Government Code 54953:* Discussion and possible action to allow Director Entin to participate remotely utilizing the Just Cause or Emergency Circumstances provisions of the Brown Act.

Motion: Allow Director Entin to participate in the meeting remotely. (Maitski/Loera; 3-0-0)

2. **Meeting Agenda:** Because the meeting would lose its required in-person quorum at 6:45 p.m., it was requested that Items 6.3 and 6.4 be continued.

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

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

4. **Consent Agenda:** Executive Director Moreno requested that 4.2 be pulled from the agenda because it is no longer a time-sensitive issue.

Motion: Approve the consent agenda as amended. (Bautista/Loera; 4-0-0)

5. **Partner Reports:** Update from CEO Seth Schalet, Santa Clara County FireSafe Council.

6. Administration:

- 6.1 *CARCD 2025 Annual Business Meeting and Upcoming Ballot:*

Motion: Authorize the Board President to vote in support of proposed resolutions, in support of the new bylaws, and for Molly Watkins and John James for President and Vice President respectively, with the understanding that the President has license to use his discretion if the slate changes. (Loera/Entin; 4-0-0)

- 6.2 *Executive Director Job Description:* Executive Director Moreno explained that the job description contains the same duties already performed by the Executive Director, but is just formalizing them in a standard job description as the District has for other employees. The title change from Executive Director to District Manager is to better reflect that the District is a public agency not a nonprofit organization. Board determined they wanted the relevant management experience for

the District Manager to be changed from three (3) to five (5) years. They requested that the District Clerk job description be held until the next meeting to determine if there are any State requirements for the position.

Motion: Approve the job description for District Manager and approve the title change from Executive Director to District Manager. (Bautista/Loera; 4-0-0)

- 6.3 *Legislative Report:* Update regarding legislative changes that may impact District operations in 2026, including changes to the Brown Act. *(item continued)*
- 6.4 *District Logo:* Discussion and possible action to adopt a new logo for the District. *(item continued)*
- 6.5 *Board Officers:* Executive Director Moreno reviewed her staff report.

Motion: Elect Frank Maitski as Board President and Gerardo Ixteyo Loera as Vice President, effective January 1, 2026. (Bautista/Loera; 4-0-0)

- 6.6 *Board Meetings:* The Board agreed to move the Thursday, July 2, 2026 regular meeting date to Thursday, July 9, 2026 because of the federal holiday that week.

Motion: Approve the 2026 meeting schedule as amended. (Entin/Loera; 4-0-0)

7. Programs and Projects:

- 7.1 *Santa Clara County Rural Zoning Amendments:* Executive Director Moreno briefly reviewed background on the proposed changes, but suggested that this topic be put back on the January 2026 agenda to allow Director Roben to participate in the discussion.
- 7.2 *Other Programs and Projects:* Executive Director Moreno gave an update on the status of current and pending District programs and projects. President Maitski requested a written status report on all activities, and it was agreed that Ms. Moreno would present that information in the format of the existing annual work plan at the January 2026 meeting.

- 8. **Board Member, Associate Director, Committee, and Executive Director Reports:** President Maitski and Director Loera gave feedback on their attendance at the CARCD conference, and Associate Director Schmidt gave an update on the status of the California Climate Superfund Act that could potentially create new pot of funding for RCD work, and that he is still tracking carbon dioxide removal.

- 9. **New Business/Items for Next Agenda:** Written status report on projects and other items continued from this agenda.

10. Meeting Adjourned at 6:45 p.m.

Consent Agenda Items

Action Items:

- 4.1 Approve minutes for the October 7, 2025 Special Board meeting.
- 4.2 Approve employee health, dental, and vision insurance premium caps for 2025 and 2026. (removed from agenda).
- 4.3 Approve revised evaluation template for the Executive Director/District Manager position.
- 4.4 Approve the CY 2026 Holiday Schedule.

Information Only:

- 4.5 County of Santa Clara; *Quarterly Investment Report for Schools and Special Districts for the period ending September 30, 2025; November 19, 2025.*
- 4.6 SF Bay Regional Water Quality Control Board; *Notice of Public Hearing for draft NPDES permit for the San José/Santa Clara Water Pollution Control Plant, San José; hearing date – December 10, 2025.*
- 4.7 Peninsula-South Bay Watershed Forum; *Topic - Shoreline Restoration Projects; forum date – December 12, 2025.*