Minutes of Regular Meeting
of
The Natomas Basin Conservancy

October 7, 2026

Offices of the Natomas Basin Conservancy
(Meeting was held in person)
3:30 p.m.
Notice of meeting posted on Conservancy website.

Regular Meeting of the Board of Directors

Board Members Present: Melinda Bradbury, Chandra Chilmakuri, Matthew DiGiacomo, Patrick Huber, Gabrielle Katanic, Doug Libby, Kevin McRae (Arrived at 3:35 p.m.), Sean Minard, and Ethan Valburg (Arrived at 3:41 p.m.).

Board Members Absent: None.

Staff Present: John Roberts, Amy Zenti, Jennifer Skupic, Yvonne Melkonian, Jenny Farnsworth, Celeste Ingvaldsen, and Spencer Rees, IT consultant.

Legal Counsel Present: Ethan Walsh.

Guests Present: Matthew Aijala, Douglas Beeman, Neal Hay, Harvey Tran, and Dylan Wood.

1. **Call to Order.** Chilmakuri called the regular meeting to order at 3:30 p.m., noting a quorum was present. Roberts announced the annual Conservancy Open House is scheduled for Wednesday, December 9, 2026, from 3:00 – 6:00 p.m. at the Conservancy office.

2. **Public Comments.** Chilmakuri called for public comments. None were heard.

Kevin McRae and Ethan Valburg arrived at the Board meeting at 3:35 p.m. and 3:41 p.m., respectively.

Consent Calendar

All items listed under the Consent Calendar, including minutes, are considered and acted upon by one Motion. Any Board member may request an item be removed for separate consideration.

Request: Approval of the Consent Calendar in one motion, including Items #3, Approval of the Minutes, #4, Donation Policy, #5, Endowment Operations and Maintenance Fund and Supplemental Endowment Fund Policy, #6, Ratification of Closing of Bank Account, #7, Credit Card for Computer Hardware and Software Purchases, #8, Ratification of grazing lease: Execution of Service Agreement and Reallocation of Budgeted Funds, and #9, Damage to RD1000 North Drainage Canal.

Bradbury pulled Item #4, Donation Policy, for separate discussion.

Action: Moved/Seconded: Libby/Bradbury

Yes: Melinda Bradbury, Chandra Chilmakuri, Matthew DiGiacomo, Patrick Huber, Gabrielle Katanic, Doug Libby, Kevin McRae, Sean Minard, and Ethan Valburg.

Absent: None.

3. Approval of the Minutes. Action: Passed **Resolution No. RS 26.10.01.** The August 5, 2026 Board of Directors Regular Meeting minutes were presented to the Board for approval.

4. Donation Policy. The Conservancy's Donation Policy was last updated and approved by the Board of Directors on December 4, 2024. The updated Donation Policy was reviewed by legal counsel and was presented for approval to the Board with minor changes.

Action: Moved/Seconded: Bradbury/Katanic

Yes: Melinda Bradbury, Chandra Chilmakuri, Matthew DiGiacomo, Patrick Huber, Gabrielle Katanic, Doug Libby, Kevin McRae, Sean Minard, and Ethan Valburg.

Absent: None.

Passed: Resolution No. RS 26.10.02.

5. Endowment Operations and Maintenance Fund and Supplemental Endowment Fund Policy. Action: Passed **Resolution No. RS 26.10.03.** The Conservancy's Endowment Operations and Maintenance Fund and Supplemental Endowment Fund Policy was last updated and approved by the Board of Directors on June 3, 2026. The Board's Finance Committee recently reviewed and recommended minor changes to this policy which was presented to the Board for approval.

6. Ratification of Closing of Bank Account. Action: Passed **Resolution No. RS 26.10.04.** This item requested: 1.) Board of Directors authorization to ratify the decision to close the Westamerica Bank account for purposes of streamlining financial accounts, and 2.) authorized and directed the Conservancy's Executive Director, John Roberts, or Chief Financial Officer, Amy Zenti, to take all actions deemed necessary or appropriate to implement this action.

7. Credit Card for Computer Hardware and Software Purchases. Action: Passed **Resolution No. RS 26.10.05.** The Conservancy has five corporate credit cards with Elan/Travel Bank. Card limits, current and proposed, are as follows:

Title	Current Limit	Proposed Limit
Executive Director	$10,000	$10,000
Contracts and Compliance Manager	$10,000	$10,000
Field Supervisor	$10,000	$8,000
Assistant Field Supervisor	$1,000	$2,000
Field Services Technician	$1,000	$2,000
Computer Hardware & Software	$0	$8,000

This item requested: 1.) Board authorization to reallocate some credit limits and add one new corporate credit card with a monthly $8,000.00 limit for use with computer hardware and software expenses, and 2.) authorized and directed the Conservancy's Executive Director, John Roberts, or Chief Financial Officer, Amy Zenti, to take all actions deemed necessary or appropriate to implement this change.

8. Ratification of grazing lease: Execution of Service Agreement and Reallocation of Budgeted Funds. Action: Passed **Resolution No. RS 26.10.06.** The Conservancy recently brought in livestock for grazing to assist in managing vegetation. This grazing activity not only reduced the overgrowth of vegetation but was also valuable in reducing the weed load in and around the marsh units, especially water primrose. The livestock accessed areas that would have proven to be difficult to access and treat by mechanical means. Use of this grazing was also expected to reduce weed control expense. The grazing activities cost was $54,560.00.

This item requested: 1.) the Board of Directors authorization to ratify the livestock grazing lease which was executed in an urgent manner due to the availability and favorable pricing of the herd, and 2.) authorized and directed the Conservancy's Executive Director, John Roberts, or Chief Financial Officer, Amy Zenti, to take all actions deemed necessary or appropriate to implement this action.

9. Damage to RD1000 North Drainage Canal. Action: Passed **Resolution No. RS 26.10.07.** This item requested Board of Directors approval to spend up to $94,000.00 to reimburse Reclamation District 1000 for damage done to its North Drainage Canal. The Conservancy will invoice its managed marsh maintenance contractor for reimbursement of this expenditure.

Board approval authorized and directed the Conservancy's Executive Director, John Roberts, or Chief Financial Officer, Amy Zenti, to take all actions deemed necessary or appropriate to implement this action.

Action Items

10. Request for Proposals – Existing Managed Marsh Maintenance. December 31, 2026 marks the end of the existing managed marsh maintenance contract between the Conservancy and Triangle Land Restoration. The Conservancy has had various contractors over the years conduct property maintenance work on managed marsh complexes. This work consists mainly of cleaning out water control structures, controlling non-native and/or noxious aquatic vegetation and keeping access open to the marsh complexes for the benefit of the Covered Species. Other responsibilities include disposal or removal of dead and predatory animals, water management and certain groundwater well maintenance activities.

The Conservancy prepared a Request for Proposals (RFP) designed to solicit responses from qualified contractors to conduct managed marsh maintenance work beginning January 1, 2027. Responses to the call for RFPs will be presented to the Board at its December 2, 2026 Board meeting for selection of a responding and qualified managed marsh maintenance contractor to begin January 1, 2027. The contract is proposed for three years with two one-year options to renew.

Request: This item requested: 1.) the Board of Directors authorize release of the managed marsh maintenance RFP with the intent to obtain responses from multiple qualified respondents, and 2.) authorized and directed the Conservancy's Executive Director, John Roberts, or Chief Financial Officer, Amy Zenti, to take all actions deemed necessary or appropriate to implement this action.

Action: Moved/Seconded: Libby/Huber

Yes: Melinda Bradbury, Chandra Chilmakuri, Matthew DiGiacomo, Patrick Huber, Gabrielle Katanic, Doug Libby, Kevin McRae, Sean Minard, and Ethan Valburg.

Absent: None.

Passed: Resolution No. RS 26.10.08.

11. Progress Report: Endowment Funds Investment. As the Board requested, staff provided an update on the migration in investment of Conservancy endowment funds from a mutual fund dominated portfolio to an Exchange Traded Fund (ETF) dominated portfolio as authorized by the Board at its June 3, 2026 meeting (Res. RS 26.06.09) and reviewed at its August 5, 2026 meeting. Approximately one half of the migration had been made to date as per the Board's request.

Request: This item requested: 1.) the Board of Directors authorize completing the transition of the funds migration to investment from mutual funds to ETFs, and 2.) authorized and directed the Conservancy's Executive Director, John Roberts, or Chief Financial Officer, Amy Zenti, to take all actions deemed necessary or appropriate to implement this action.

Action: Moved/Seconded: DiGiacomo/Huber

Yes: Melinda Bradbury, Chandra Chilmakuri, Matthew DiGiacomo, Patrick Huber, Gabrielle Katanic, Doug Libby, Kevin McRae, Sean Minard, and Ethan Valburg.

Absent: None.

Passed: Resolution No. RS 26.10.09.

Discussion Items

12. City of Sacramento Report. No report.

13. County of Sutter Report. No report.

14. Financial Report. Zenti reviewed with the Board the unaudited financial statements for the period ending August 31, 2026, and other financial updates.

15. Draft 2027 Budget. Staff discussed with the Board the draft 2027 budget. The submitted draft was for familiarization and review by the Board. The final proposed 2027 budget will be included with the NBHCP Finance Model update and the resulting 2027 HCP fee recommendation and presented for approval to the Board at its December 2, 2026 meeting.

The Board discussed the possibility of applying for grants and including solar options. Staff will research these options.

Executive Director's Report

16. Executive Director's Report. The Conservancy's Executive Director presented various matters for Board members' general information.

A recess was held from 4:46 p.m. until 4:53 p.m.

Gabrielle Katanic left the meeting at 4:46 p.m.

Executive Session

17. Executive Session. Executive Session was held for real estate and litigation matters pursuant to Government Codes 54956.8 and 54956.9 respectively from 4:53 p.m. until 5:46 p.m. The Board concluded real estate and litigation matters to be further explored by Conservancy staff. No members of the public remained for reporting out.

Regular Session

Adjournment

18. Adjournment. Chilmakuri reconvened Regular Session after the adjournment of Executive Session. Chilmakuri made a motion to adjourn the Regular Meeting of the Board of Directors.

Request: Meeting adjournment of the Regular Session at 5:46 p.m.

Action: Moved/Seconded: Libby/Valburg

Yes: Melinda Bradbury, Chandra Chilmakuri, Matthew DiGiacomo, Patrick Huber, Doug Libby, Kevin McRae, Sean Minard, and Ethan Valburg.

Absent: Gabrielle Katanic.

Passed: Resolution No. RS 26.10.10.

Attest:

_____ _____

Gabrielle Katanic, Secretary *Date*