



Yolo Habitat Conservancy

County of Yolo • City of Davis • City of Winters • City of West Sacramento
City of Woodland • University of California, Davis

To: Verna Sulpizio Hull, Chair
Members of the Board

From: Elisa Sabatini
Executive Director

Re: Approve policy for staff to proceed with the Yolo HCP/NCCP site acquisition process when authorized by the Chair and Vice Chair

Date: May 20, 2024

REQUESTED ACTIONS:

1. Approve policy for staff to proceed with the Yolo HCP/NCCP site acquisition process when authorized by the Chair and Vice Chair

BACKGROUND:

Section 7.5.2 of the Yolo HCP/NCCP outlines the process for establishing conservation easements and acquiring land in fee title for inclusion in the Yolo HCP/NCCP reserve system. Within the overall site acquisition process Conservancy staff seek the Board's approval when a site is initially being considered as a candidate Yolo HCP/NCCP reserve system site (Step 5¹) and subsequently returns to the Board for final approval of relevant acquisition documents, including the final conservation easement, prior to finalizing the acquisition (Step 13²).

While not prohibited by the Yolo HCP/NCCP or any existing policies, Conservancy staff have historically refrained from conducting significant due diligence and other acquisition related activities until receiving Board approval to include a proposed site in the reserve system. Given that Board meetings are not currently occurring monthly, the Executive Director recommends that the Board approve a policy that allows the Executive Director to seek preliminary candidate reserve system site approval and authorization to proceed with acquisition related activities from the Board Chair and Vice Chair in between Board meetings if deemed necessary due to grant deadlines or other time sensitive issues.

ATTACHMENTS:

¹ Step 5 of the acquisition process states that, "The Executive Director will make a recommendation to the Board regarding whether to include the proposed site in the reserve system. After Board approval of recommended sites, the Executive Director will seek approval from the wildlife agencies to proceed with the acquisition."

² Step 13 of the acquisition process states that, "The Conservancy completes the acquisition, including final approval by the Board of relevant easement documents."

Attachment A. Policy for staff to proceed with the Yolo HCP/NCCP site acquisition process when authorized by the Chair and Vice Chair

