



# BOARD MEETING

August 30, 2024





01

# Welcome and Call to Order – Roll Call and Introductions



02

## General Public Comments



03

## Agenda and Past Meeting Minutes Review

## Treasurer's Report



# Agenda

Time	Agenda Item	Proposed Action
9:30	<b>Welcome and Call to Order – Roll Call and Introductions</b> <i>Jean Martani, Chair</i>	<i>N/A</i>
9:35	<b>General Public Comments</b> This time is reserved for the public to address the Committee about matters NOT on the agenda and within the jurisdiction of the Committee.	<i>N/A</i>
9:40	<b>Agenda and Past Meeting Minutes Review</b> <i>Jean Martani, Chair</i> <b>Treasurer’s Report</b> <i>Jean Martani, Chair</i>	<i>Approve/ Accept</i>
9:45	<b>Guest Presentation – TBD</b>	<i>Presentation slides</i>
10:15	<b>Executive Director Report</b> <i>Andy Rodgers, Executive Director</i> Andy will provide an update on active projects including recent meetings, communications, committees, activities, and developing initiatives since the July 17 Special Board meeting. Andy will also review progress for development of the small grants and scholarship program development, and the transition of NBWA’s administering agency for FY24/25. Andy will present for Board consideration and direction a sponsorship invitation for the Napa County Watershed Symposium. Andy will outline ideas for next and future Board meeting topics and solicit feedback.	<i>ED updates, Board questions, input, and action</i>
10:45	<b>Board Information Exchange and Updates</b> <i>Members</i> Members will highlight issues and share items of interest.	<i>N/A</i>
11:30	<b>Announcements/Adjourn</b> <b>Next Board Meeting: October 4</b>	<i>N/A</i>



North Bay Watershed Association  
Board of Directors Meeting -  
Summary

June 12, 2024 | 9:30 – 11:30 a.m.

Napa Sanitation District  
1515 Soscol Ferry Road, Napa, CA 94558

Zoom was available for those to attend virtually  
[www.nbwatershed.org](http://www.nbwatershed.org)

1. **Welcome and Call to Order—Directors, Member Representatives Present Included:**

Michael Boorstein – Central Marin Sanitation Agency	Andy Rodgers – NBWA
Leon Garcia – City of American Canyon	Sabrina Marson – NBWA
John Shribbs – City of Petaluma	Julia Reinhard – County of Marin
Kate Hagemann – City of San Rafael	Oriana Hart – City of Petaluma
Susan Gorin – County of Sonoma	Mark Millan – Public
Megan Clark – Las Gallinas Valley Sanitary District	Susan Stompe – Public
Ryan Gregory – Napa Sanitation District	Alisa Keenan – County of Sonoma
Rick Fraites – North Marin Water District	Kate Powers – Public
Tony Williams – North Marin Water District	Erik Brown – Novato San
Jean Mariani (Chair) – Novato Sanitary District	Chris Francis – Novato San
Pamela Meigs – Ross Valley Sanitary District	Andrew Dameron – Novato San

Ten NBWA board members attended the meeting comprised of 21-member agency staff, stakeholders, partners, and interested members of the public. Meeting participants attended remotely in-person and via Zoom.

1. **Welcome and Call to Order – Roll Call and Introductions** – Chair Mariani called the meeting to order at 9:30 am and took roll call.
2. **General Public Comment** – None
3. **Agenda and Past Meeting Minutes Review**– Chair Mariani asked for any Board members to speak up if there were requested changes to the agenda. No comments. Director Patterson moved to approve the agenda. Director Shribbs seconded; None opposed—Unanimously approved.  
Chair Mariani asked if there were any changes or corrections to the minutes for June. No comments. Director Fraites moved to approve the minutes. Director Garcia seconded; Director Patterson abstained. None opposed—Unanimously approved.

**Treasurer's Report**

No comments on the May Treasurer's Reports. Director Garcia moved to approve the June Treasurer's Report; Director Patterson moved. Director Clark seconded—Unanimously accepted.

North Bay Watershed Association  
Board of Directors Special Meeting -  
Summary

July 17, 2024 | 9:30 – 10:00 a.m.

Virtual meeting Via Zoom  
[www.nbwatershed.org](http://www.nbwatershed.org)

1. **Welcome and Call to Order—Directors, Member Representatives Present Included:**

Jason Dow – Central Marin Sanitation Agency (CMSA)	Ryan Gregory – Napa Sanitation District
Leon Garcia – Napa County Flood Control District	Jean Mariani (Chair) – Novato Sanitary District
John Shribbs – City of Petaluma	Pamela Meigs – Ross Valley Sanitary District
Kate Hagemann – City of San Rafael	Andy Rodgers – NBWA
Mary Sackett - County of Marin	Sabrina Marson – NBWA
Susan Gorin – County of Sonoma	Cory Bytof – City of San Rafael
Larry Russell – Marin Municipal Water District (MMWD)	

Ten NBWA board members, representing a quorum, attended the meeting comprised of 13-member agency staff, stakeholders, partners, and interested members of the public. Meeting participants attended remotely via Zoom.

1. **Welcome and Call to Order – Roll Call and Introductions** – Chair Mariani called the meeting to order at 9:33 am and took roll call.
2. **General Public Comment** – None
3. **Agenda Review**– Chair Mariani asked for any Board members to speak up if there were requested changes to the agenda. No comments. None opposed—Unanimously approved.
4. **Discussion and Possible Action Item**

*Review and consider approval for the Central Marin Sanitary Agency's contract for Treasurer and Controller Services for ratification.*

The board discussed the Central Marin Sanitation Agency (CMSA) contract proposal for treasurer and controller services, with Larry (MMWD) and Jason (CMSA) expressing their support for this idea. Andy provided an update on the matter, stating that both the CMSA commissioners and the NBWA board had reviewed the contract.

The board expressed support for the new contract with CMSA for Treasury and Controller services and discussed the proposed compensation element of approximately \$10,000 a year for the Administration Treasury Services plus approximately \$3,500 to set up a bank account and internal tracking systems for the North Bay Watershed Association. The team also discussed the approval process for vendor checks.

Director Shribbs motioned to ratify the CMSA contract for treasurer and controller services. Director Russell seconded. None opposed.

5. **Announcements/Adjourn**

Meeting adjourned at 9:45 am Next Board Meeting: September 6, 2024

SUBMITTED BY: Andy Rodgers, Executive Director, NBWA

# Treasurer's Report

July and August



NORTH BAY WATERSHED ASSOCIATION  
TREASURER'S REPORT  
JULY 1 - AUGUST 31, 2024

REVENUE COLLECTIONS:

<u>Collection Description</u>	<u>Amount</u>
1 FY23-24 Annual Membership Due - Bel Marin Keys	\$ 3,506.90
<b>Total Collections</b>	<b>3,506.90</b>

EXPENDITURE REMITTANCES:

<u>Remittance Description</u>	<u>Amount</u>
1 Prof Svcs: Data Instincts, July 2024	1,850.00
<b>Total Remittances</b>	<b>1,850.00</b>

<b>Change in Fund Balance</b>	<b>1,656.90</b>
<b>Fund Balance as of July 1, 2024</b>	<b>570,016.60</b>
<b>Fund Balance as of August 31, 2024</b>	<b>\$ 571,673.50</b>



04

## Guest Presentation: **Revitalizing North Bay: Community-Driven Waterfront Access Initiatives**

Stephanie Bastianon, Executive Director, Friends of the Petaluma River  
Janelle Sellick, Executive Director, American Canyon Community & Parks Foundation

August 30, 2024





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## Executive Director Report

# Highlights



## Updates since last meeting

- ***Held NBWA Board meeting – July 12. Thank you, Napa San!***
- ***Held NBWA Special Board meeting – July 17***
- ***Attended CASQA legislative subcommittee meeting - July 24***
- ***Met with North Bay Workforce Development collaborative - July 11 and 25***



## Administrative Activities

- ***Fiscal Year End - MMWD***
- ***Managed completion of NBWA administrative agency transition from MMWD to CMSA. Thank you to CMSA and all members for supporting this process!***
- ***Calendar scheduling***
- ***Coordinate with Board Chair and Treasurer***
- ***AR – Membership dues***
- ***AP – Subconsultants***
- ***Updated website and meeting packet information***



## Communications

- ***Coordinate field tour & presentations (Thank you, Director Gregory and Napa San!)***
- ***Plan fall field trip***
- ***Draft quarterly newsletter content***
- ***Prepare content/oversee delivery of NBWA social media program***
- ***Draft candidate options for NBWA logo refresh***



## Committees

- ***Poll for participation on Resiliency Workforce Development committee***
- ***Host first Small Grants and Scholarship committee on August 29***

# NBWA Tour @ Napa San- July 12!



# Project Updates

## Water Workforce Resiliency Program Development

- NBWA staff and member agencies are collaborating in a north bay region focused meeting series led by BAYWORK.
- This forum has been meeting since the NBWA April 19 conference.

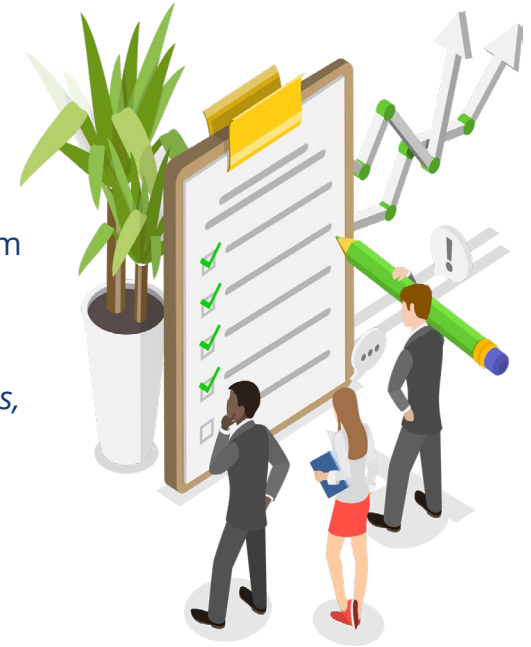
## NBWA Administering Agency Transition

- NBWA ratified a Treasury Services contract with CMSA @ July 17 Special Board meeting
- CMSA is currently preparing FY24/25 Member Invoices for September mailing.
- NBWA Administrative Agency Meeting Scheduled for September 19
- We plan to thank MMWD for providing NBWA and the north bay region with 24 years of in-kind support!

# Small Grants and Scholarship Programs

## 1. First subcommittee meeting complete!

- ✓ Refined purpose and goals for the Subcommittee
- ✓ Discussed **draft** scope of the Small Grants and Scholarship Program
  - *Support innovative projects and educational opportunities that promote the sustainable management and stewardship of the North Bay watersheds.*
  - *Enhance collaboration among regional and local public agencies, tribes, non-profits, and other community organizations.*
  - *Foster watershed understanding and relevance to community health through public engagement and education.*
  - *Support regional initiatives that provide measurable environmental, public health, infrastructure, workforce, and watershed community benefits.*





# Overview of Proposed Ideas

## Scholarship Program Creation and Partnerships

- ✓ Explore partnering with existing scholarship programs that have aligned goals such as with Resource Conservation Districts (RCDs), Land Trusts, and others.
- ✓ Consider program focus whether elementary, high school, undergraduate, graduate, trades, professional education.

### Undergraduate Scholarships

- For students pursuing bachelor's degrees in relevant fields.

### Graduate Scholarships

- For students pursuing master's or doctoral degrees in relevant fields.

### Professional Development

- Scholarships for short courses, certifications, or workshops related to watershed management.

### Trade School Scholarships

- Education from local, accredited training programs for skills relevant to the industry.

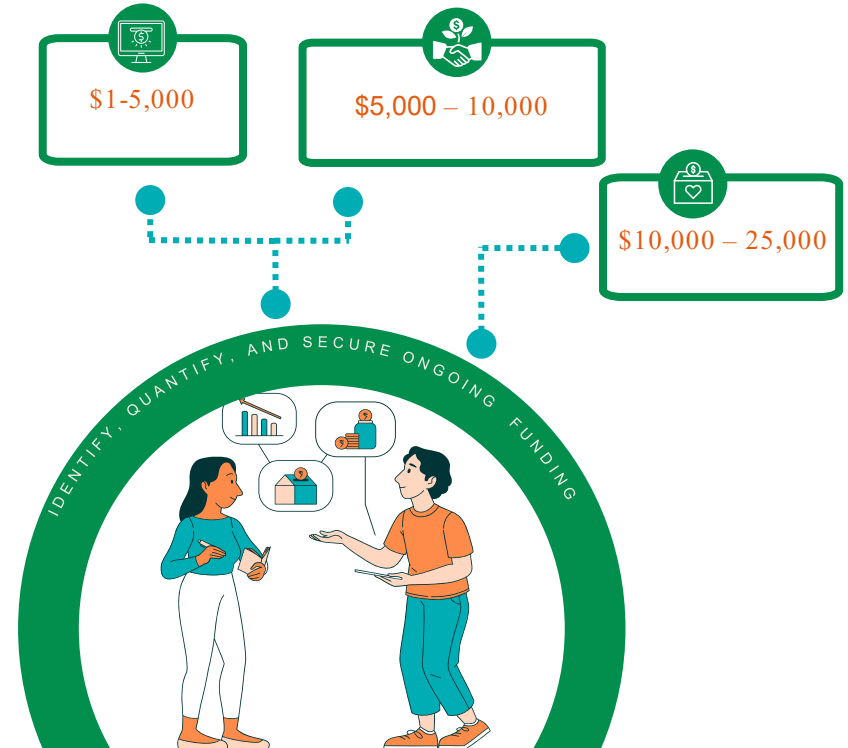
# Creative Funding Solutions for Community

## Grants

- ✓ Consider tiered grant categories such as
  - ❑ Community-Based Projects
  - ❑ Research and Innovation
  - ❑ Education and Outreach
  - ❑ Restoration and Conservation

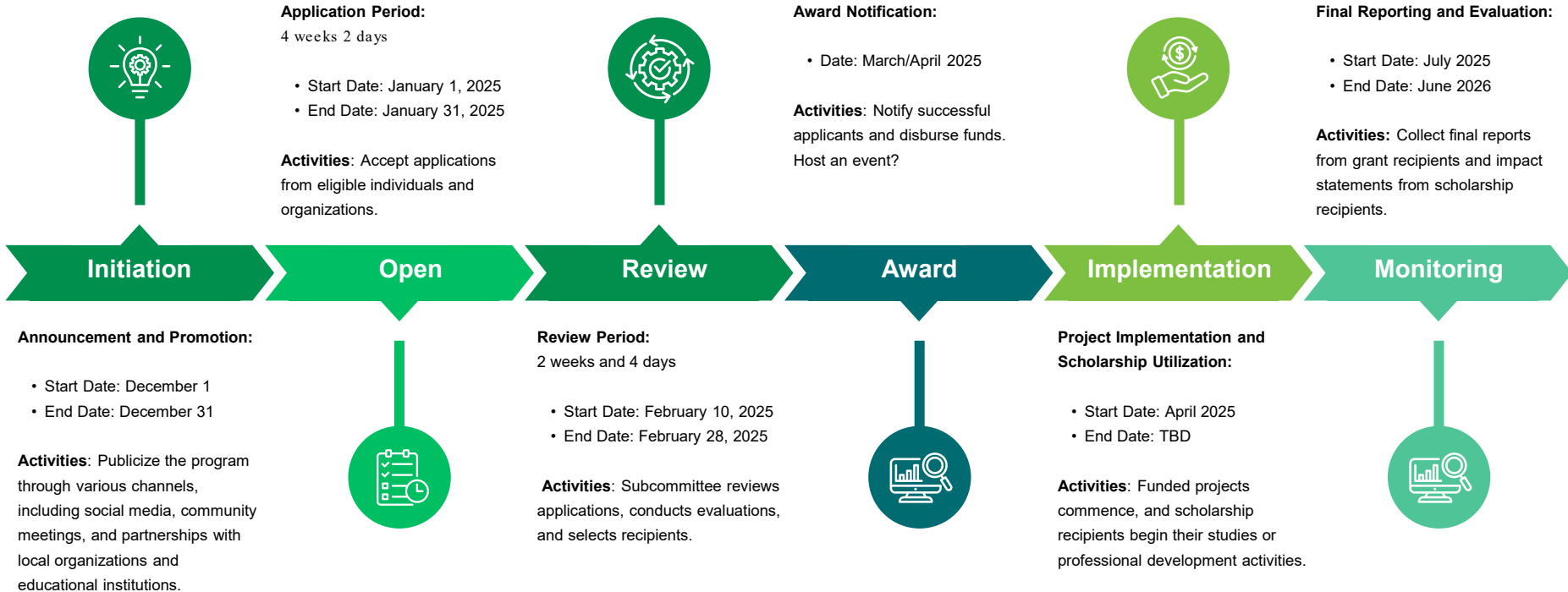
## Preliminary Project ideas

- ✓ Create or support existing urban tree planting program with focus on underserved communities.
- ✓ Evaluate supporting existing grant programs and initiatives such as beaver analog projects.



# DRAFT Timelines

## Application Guide and Timeline—6 Steps



# Next Steps

- Refine geographic restrictions.
- Align administrative plan with CMSA
- Develop the grant program application process and categories.
- Schedule next meeting
  - Late October
  - Email **Smanson@westyost** to join the Subcommittee!
- Bring proposed program to NBWA Board in November for review and consideration for launch

*Consider a Logo Refresh...*





# Sponsorship Invitation - 2024 Napa County Watershed Symposium

## When

- December 5, 2024
- CIA at Copia (The Culinary Institute of America at Copia)
- Event tickets will be available for purchase in September.
- Check [NapaWatersheds.org](https://www.napawatersheds.org) for updates on how to secure your ticket.

## What

- "One Water" approach
- Celebrating a unified vision to help address water challenges from every angle.
- Focused on integrated solutions that bring together scientists, community organizations, and local residents.



**2024  
NAPA COUNTY  
WATERSHED  
SYMPOSIUM**  
**ONE WATER**

**SAVE THE DATE**  
DEC 5 | 8:30 AM-4 PM | CIA AT COPIA

The 2024 Napa County Watershed Symposium will offer an in-depth look at local initiatives to improve water stewardship for the resiliency of communities and ecosystems. Collaborations between scientists, community-based organizations, and members of the public will be highlighted, as well as gaps to focus on moving forward. Come for understanding, connection, and inspiration!

**THE SYMPOSIUM WILL:**

- INCLUDE PRESENTATIONS AND DISCUSSIONS HIGHLIGHTING LOCAL ENVIRONMENTAL DATA AND HOW IT'S USED
- SHOWCASE ONGOING AND EMERGING RESTORATION AND OTHER STEWARDSHIP PROJECTS
- PROMOTE THE SHARING OF RESOURCES TO SUPPORT COMMUNITY PRIORITIES AND MORE!

Event tickets will be available for purchase in September. Check [NapaWatersheds.org](https://www.napawatersheds.org) for updates on how to secure your ticket!

**NAPA RCD**  

# Sponsorship Invitation – 2024 Napa County Watershed Symposium

## Sponsorship?

- Limited sponsorship opportunities available

## 2024 Napa County Watershed Symposium Sponsorship Tiers




<b>Fry</b> <b>\$300</b>	<ul style="list-style-type: none"><li>• Event Sponsor table</li><li>• 1 symposium ticket</li><li>• Name listed on symposium website</li></ul>
<b>Parr</b> <b>\$500</b>	<ul style="list-style-type: none"><li>• Event Sponsor table</li><li>• 2 symposium tickets</li><li>• Logo on symposium website</li><li>• Sponsorship announcement during morning break</li></ul>
<b>Smolt</b> <b>\$1,500</b>	<ul style="list-style-type: none"><li>• Event Sponsor table</li><li>• 3 symposium tickets</li><li>• Logo included on agenda, posters placed throughout event, and on Symposium website</li><li>• Sponsorship announcement during lunch break</li></ul>
<b>Steelhead</b> <b>\$3,000</b>	<ul style="list-style-type: none"><li>• Event Sponsor table</li><li>• 4 symposium tickets</li><li>• Logo included on Opening and Closing slides, agenda, posters placed throughout event, and Symposium website</li><li>• Name mentioned in social media announcements</li><li>• Sponsorship announcement at beginning and end of event</li><li>• Whirlwind Tour sponsor recognition</li></ul>


# Social Media July Analytics

## Emphasis: Increase social media engagement!

- Successes:
  - continued to post frequently at an average of 2x a week.
  - engagement increase on all platforms due to spending time engaging with NBWA members' post.
- NBWA will continue to tag relevant agencies, partners, and guest speakers to foster collaboration.
- Send us your posts to re-share!

 [www.instagram.com/nbwatershed](https://www.instagram.com/nbwatershed)

 [www.facebook.com/nbwatershed](https://www.facebook.com/nbwatershed)

 [www.linkedin.com/company/nbwatershed](https://www.linkedin.com/company/nbwatershed)



### Top Post for July





# UPCOMING 2024 SCHEDULE

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SEPTEMBER

SKIP MONTH

04

OCTOBER

BOARD MEETING

01

NOVEMBER

BOARD MEETING / TOUR?

06

DECEMBER

BOARD MEETING

First Friday of every month - Except of course for holidays!  
[www.nbwatershed.org/events](http://www.nbwatershed.org/events)



06

## Board Information Exchange and Updates



# Announcements/Adjourn

**Next Board Meeting: October 4**

## **FY 2024-25 Board Meeting Schedule**

Unless otherwise noted, meetings are held in a hybrid format.  
In-person location details are sent out closer to the meeting date.

- November 1
- December 6

## **2025**

- January 3 (skip?)
- February 7
- March 7
- April 4
- May 2
- June 6

