



BOARD MEETING

November 8, 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	Welcome and Call to Order – Roll Call and Introductions <i>Jean Mariani, Chair</i>	<i>N/A</i>
9:35	General Public Comments 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	Agenda and Past Meeting Minutes Review <i>Jean Mariani, Chair</i> Treasure’s Reports <i>Jean Mariani, Chair</i>	<i>Approve/ Review</i> <i>Accept</i>
9:45	Guest Presentation — From Seed to Sapling: The Evolution of Napa RCD's Forest Health Program <i>Ali (Alison) Blodorn, Ph.D. Principal Program Manager, Forest Health, Napa RCD</i> Ali Blodorn will provide an overview of Napa RCD's Forest Health Program, which emerged in response to community need following the 2017 wine country fires. Ali will touch on how the program has grown over time, the role that Napa RCD currently plays supporting forest health and fire resilience priorities within the county and across broader region, and forward-looking strategic priorities.	<i>Presentation slides</i>

10:15	Consider NBWA Reserves Policy <i>Andy Rodgers, Executive Director</i> Review and consider modifications, staff direction, or adoption of policy for Agency financial reserves.	<i>Approve</i>
10:30	Executive Director Report <i>Andy Rodgers, Executive Director</i> Andy will provide updates on activities since the October 4 Board meeting, including active projects such as Small Grants and Scholarship Program, recent meetings, regional programs and initiatives, communications, and committees. Andy will outline ideas for next and future Board meeting topics and solicit feedback.	<i>ED updates, Board questions, and input</i>
11:00	Board Information Exchange <i>Members</i> Members will highlight issues and share items of interest.	<i>N/A</i>
11:30	Announcements/Adjourn Next Board Meeting: December 6	<i>N/A</i>

North Bay Watershed Association
Board of Directors Meeting -
Summary

October 4 2024 | 9:30 – 11:30 a.m.

Mare Island Brewing Co.
850 Nimitz Ave, Vallejo, CA 94592

Zoom was available for those to attend virtually
www.nbwatershed.org

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

Michael Boonstein – Central Marin Sanitation Agency	Andy Rodgers – NBWA
Leon Garcia – City of American Canyon	Sabrina Marson – NBWA
John Shribbs – City of Petaluma	Jenna Gelson – West Yost
Ron Wellander – City of Sonoma	Chelsea Thompson – City of Petaluma
Crystal Martinez – County of Marin	Tracy Clay – Marin DPW
Susan Gorin – County of Sonoma	Anne Miller – Guest Presenter
Megan Clark – Las Gallinas Valley Sanitary District	Kent Fortner – Guest Presenter
Larry Russel – Marin Municipal Water District	Chris Delaney – Guest Presenter
Rick Fraites – North Marin Water District	Karen Kovolo – Public
Jean Mariani (Chair) – Novato Sanitary District	Bob Bundy – Public
Pamela Meigs – Ross Valley Sanitary District	Sandeep Karkal – Novato Sanitary District
Elizabeth Patterson – Solano County Water Agency	Kate Powers – Public
	Stephen Keese – Public
	Sonya Bennett-Brandt – Public/KneeDeep Times

Twelve NBWA board members attended the meeting comprised of 26-member agency staff, stakeholders, partners, and interested members of the public. Meeting participants attended in-person and remotely via Zoom.

- Welcome and Call to Order – Roll Call and Introductions** – Chair Mariani called the meeting to order at 9:34 am and took roll call.
- General Public Comment** – None
- 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. None opposed—Unanimously approved.
Chair Mariani asked if there were any changes or corrections to the minutes for the August 30 Board meeting. No comments. None opposed—Unanimously approved.
Treasurer’s Report
No comments on the July 1 to September 30, 2024 Treasurer’s Reports. Director Garcia moved to approve the June Treasurer’s Report; Director Patterson moved. Director Clark seconded—Unanimously accepted.

History of Mare Island
Mare Island Historic Park Foundation

incredibly colorful and impactful
in 1954, its strategic location for
struction and deployment of ships.
on the island, and its shipwreck.
scendant and the naming of their
tures, including refurbished coal
s role in aircraft carrier development
nd his personal experience of
s involvement with the local historic

Naval Shipyard, particularly its role
e shared the tragic story of the USS
ned on the island, and the
restoration of the island’s flagpole
o the island.

Infrastructure (MIA) Project Overview

infrastructure assessment project
flood control, roads, and dry utility

s on Mare Island, focusing on water,
r 2022, involved various desktop
n. A public open house was held in
being presented to the city and
rtified, leading to a request for an
ling the City of Vallejo, City of
partment, Vallejo Flood &
s scope included assessing the
ssary improvements to serve current
mic assessment of water tanks and
the flow monitoring and analysis of
oving the pipelines to reduce inflow
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sea walls to accommodate this rise,
the causeway in the north. The City
and sewer system work, and Mare
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Project. This past
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and next steps.

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17 Special Board

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8 meeting appreciating
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Program

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scholarship Program

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NBWA has
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Many great presentations

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ers, Executive Director, NBWA

Treasurer's Report



04

Guest Presentation: **From Seed to Sapling: The Evolution of Napa RCD's Forest Health Program**

Ali (Alison) Blodorn, Ph.D. Principal Program Manager, Forest Health, Napa RCD



05

Consider NBWA Reserve Policy

Background

1. NBWA does not currently have a reserves policy
2. Fund balance end of FY 2023/24 was ~\$570,000
3. NBWA Board identified need to consider a reserves policy to inform annual budgeting
4. Staff reached out to member agencies to research policy examples to develop a draft reserves policy for consideration by the NBWA Board



Proposed Reserve Policy

1. Operating Cash Reserves is a target and would:
 - Be established during the annual budget process by the Board;
 - Be funded with surplus unrestricted operating cash;
 - Set a target of maintaining reserve amounts equivalent to six months' operating expenses, not including depreciation, in-kind services, and one-time capital expenditures;
 - Authorize the Administrator to use funds in the Reserve for expenditures up to \$10,000 (consistent with Agency MOU); and
 - Require Board approval for use of Reserve funds of more than \$10,000.

Background

1. Staff recommends a reserves policy to include the following:
 - Maintain a targeted reserve amount equivalent to six months' operating expenses (approximately \$95,000), not including depreciation, in-kind services, and one-time capital expenditures;
 - Annually approve the targeted reserve amount as part of the budget process;
 - Fund the targeted reserve amount with surplus operating cash;
 - Carry forward the reserve to following fiscal year.

Recommendation

1. Staff recommends the Board adopt a budget reserve policy
(Resolution No. 24-01 Of The Board Of Directors Of The North Bay Watershed Association
Adopting A Financial Reserve Policy)
2. Provide feedback to staff on options for Agency financial reserves.

**VOTE:
TWO-THIRDS MAJORITY**



06

Executive Director Report

Highlights



Updates since last meeting

- ***Held NBWA Board meeting, presentations, and self-guided tour at Mare Island Brewing Co. – Oct 4.***
- Attended Groundwater Resources Association conference – Oct 7-9
- Participated in a panel discussion at SSU class led by Director Elizabeth Patterson on Oct 16
- Attend CASQA annual conference – Oct 21- 23



Administrative Activities

- ***Attended NBWA/ Administrative Agency Meeting October 18***
- Calendar scheduling
- Coordinate with Board Chair and Treasurer
- AR – Membership dues
- AP – Subconsultants
- Updated website and meeting packet information



Communications

- Finalize quarterly newsletter content
- Develop/manage NBWA social media program
- Draft candidate options for NBWA logo refresh
- ***Met with SSU CEI faculty to progress ideas (from conference) for north bay resiliency workforce development initiative***



Committees

- Develop options and materials for Small Grants and Scholarship Subcommittee meetings
- ***Research and communicate with potential grant and scholarship partners***

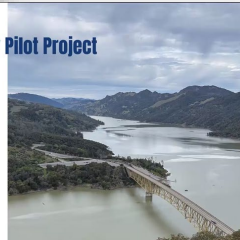
Thank you, West Yost for
hosting breakfast!



Thank you, speakers!!

Russian River Watershed Resiliency Pilot Project

- Presented by:
• Chris Delaney, Sonoma Water



Mare Island Infrastructure Assessment (MIIA) Project

Project Overview and Highlights

Presented by Anne Girtz, PE
West Yost Senior Engineer, Asset Management



Project Updates

North Bay Water Resiliency Workforce Development

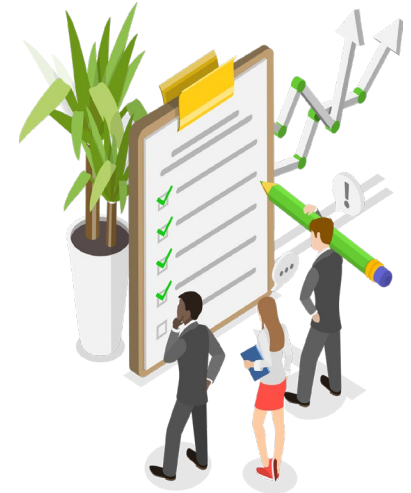
- NBWA staff are exploring creative ways to incorporate water resiliency workforce development into initiatives such as:
 - BAYWORK meeting forum
 - Russian River/North Bay Resiliency Pilot
 - SSU CEI program
 - NBWA scholarship and small grants programs

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 mailing.
- Attended NBWA Administrative Agency Meeting October 18
- Staff plan to bring a draft resolution to December NBWA Board meeting appreciating MMWD for providing the north bay region with 24 years of in-kind treasurer services and support

Small Grants and Scholarship Programs

- Subcommittee met Friday, October 18
 - ✓ Discussed the identified potential partners who already have Small Grants and Scholarship Programs
 - ✓ Reviewed draft materials for in-house Small Grants and Scholarship Programs
- Next up
 - ✓ Next meeting is November 12 @ 1:30 pm
 - ✓ Define budget for each program: Scholarship and Small Grant
 - ✓ Explore benefits and challenges of staff recommended program options



*Save the date:
January 10th celebration...*



Sponsorship - 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.

What

- NBWA is a sponsor
- Four (4) tickets available
- Do not register via Eventbrite
- If you are interested, email northbaywa@gmail.com



**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 for updates on how to secure your ticket!

NAPA RCD  

Sponsorship - 2024 Napa County Watershed Symposium

Exhibition Table Opportunity

- As a sponsor, NBWA is invited to set up an exhibition table at the event.
- Opportunity to share impactful work, promote your services, and connect with attendees.
- November 22: Deadline to reserve a table.



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NAPA RCD  



UPCOMING 2024/25 SCHEDULE

06 DECEMBER	BOARD MEETING
10 JANUARY	Social and 25-year celebration
07 FEBRUARY	BOARD MEETING
07 MARCH	BOARD MEETING

First Friday of every month - Except of course for holidays!
www.nbwatershed.org/events

Announcements/Adjourn

Next Board Meeting: December 6

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.

2025

- January 10
- February 7
- March 7
- April 4
- May 2
- June 6

