



# North Bay Watershed Association Board Meeting

May 7, 2021

# **1. Welcome and Call to Order – Roll Call and Introductions**

## **2. 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.

## **3. Agenda Review, Approve Past Meeting Minutes, and Treasurer's Report**

Proposed Action: Approve and Accept



## AGENDA

Time	Agenda Item	Proposed Action
9:30	<b>Welcome and Call to Order – Roll Call and Introductions</b> <i>Jack Gibson, 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 Review, Approve Past Meeting Minutes, and Treasurer's Report</b> <i>Jack Gibson, Chair</i>	<i>Approve</i>  <i>Accept</i>
9:45	<b>Consider Proposed 2020/2021 NBWA Workplan and Budget</b> <i>Andy Rodgers, Executive Director</i>	<i>Approve</i>
9:55	<b>Executive Director Report</b> <i>Andy Rodgers, Executive Director</i>  Andy will provide an update on active projects, communications, committees, activities, and developing initiatives since the April 2 Board meeting.	<i>Questions/input</i>
10:05	<b>Guest Presentations – Water/Resilience Bonds Updates</b> <i>Mark Fenstermaker of Pacific Policy Group</i>  Overview and status of bond negotiations underway in the legislature.	

10:30	<p><b>Guest Presentations – State Water Resources Control Board Drought Emergency Updates</b></p> <p><i>Samuel Boland-Brien, State Water Resources Control Board, Division of Water Rights</i></p> <p>Sam will provide State Board updates on plans, actions, and resources associated with water supply concerns and the drought emergency.</p>	
10:55	<p><b>Water Supply Roundtable Update and Board Information Exchange</b></p> <p><i>Paul Sellier, Operations Director, Marin Municipal Water District</i></p> <p><i>Brad Sherwood, Division Manager, Community &amp; Government Affairs, Sonoma Water</i></p> <p><i>All Members</i></p>	
11:25	<p><b>Agenda Items for Future Meetings</b></p> <p><i>Andy Rodgers, Executive Director</i></p> <p>Andy will outline ideas for next and future Board meeting topics and solicit feedback.</p>	N/A
11:30	<p><b>Announcements/Adjourn</b></p> <p><b>Next Board Meeting: June 4, 2021</b></p>	N/A



# April 2 Meeting Minutes

- One edit to member attendance

## North Bay Watershed Association Board of Directors Meeting - Draft Summary

April 2, 2021 | 9:30 – 11:30 a.m.

IN ACCORDANCE WITH THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20 WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE BROWN ACT, THIS MEETING WILL BE HELD VIRTUALLY VIA REMOTE CONFERENCING SERVICE — NO PHYSICAL MEETING LOCATION

Zoom Meeting  
[www.nbwatershed.org](http://www.nbwatershed.org)

### 1. Welcome and Call to Order—Directors or Member Representatives Present Included:

Michael Boorstein – Central Marin Sanitation Agency	Andy Rodgers – NBWA
Leon Garcia—City of American Canyon	Sabrina Marson – NBWA
Piere Washington – City of American Canyon	Susan Stompe – Marin Conservation League
Paul Jensen – City of San Rafael	Chris Choo – County of Marin
Megan Clark – Las Gallinas Valley Sanitary District	Elena Karoulina – Sustainable Solano
Rob Carson – Marin Countywide Stormwater Pollution Prevention Program	Nicole Newell – Sustainable Solano
Jack Gibson – Marin Municipal Water District	Stephanie Turmipseed- Napa Sanitation District
Larry Russell – Marin Municipal Water District	Stephanie Bastianon – Friends of the Petaluma River
Ryan Gregory – Napa Sanitation District	Madolyn Agrimonti – City of Sonoma
Rick Fraites – North Marin Water District	Frances Knapczyk – Napa RCD
Jean Mariani – Novato Sanitary District	Caitlin Cornwall – Sonoma Ecology Center
Pamela Meigs – Ross Valley Sanitary District	Cory Bytof – San Rafael Sustainability
Elizabeth Patterson – Solano County Water Authority	Aurora Mahassine – Gallinas Watershed Council
Gustavo Goncalves – County of Marin	Ann Thomas
	Kate Powers

Fourteen NBWA board members attended the meeting comprised of 29 agency staff, stakeholders, partners, and interested members of the public.

Call to Order – Jack Gibson called the meeting to order at 9:31 am via Zoom.

2. **General Public Comment** - None.
3. **Approval of Agenda** – Director Gregory moved. Director Meigs seconded. Unanimously approved.
4. **Approval of March 5 Meeting Summary** – Agrimonti was not at meeting and recused herself. Director Garcia moved. Director Clark seconded. Unanimously approved.
5. **Accepted Treasure's Report** - Unanimously accepted.
6. **Guest Presentation – One Water North Bay Communities: Public Engagement, Programs and Activities (Virtual and Distanced) for Spring 2021**  
*Sustainable Solano, Napa Resource Conservation District, Sonoma Ecology Center, Friends of the Petaluma River, Marin County Stormwater Pollution Prevention Program, San Rafael Sustainability Program*

As our region emerges from winter and a year of relative seclusion, representatives from six dynamic organizations in the North Bay will share their plans for offering our watershed communities opportunities for environmental education, awareness, and activities this Earth Day and Spring 2021.



# Treasure's Report

- Proposed Action:  
Accept

Northbay Watershed Association  
Treasurer's Report  
April 1 - April 30, 2021

Revenues:

Membership -Stewardship - General Benefits - FY2021	215,479.68
REFUND of 2020 Conference Registrations	(1,328.64)
Misc Revenue	
<b>Total Revenues</b>	<b><u>214,151.04</u></b>

Expenses:

Executive Director Professional Services: West Yost	41,017.29
Executive Director Professional Services:	28,200.00
<u>Admin Professional Fees &amp; Expenses:</u>	
Operating Expense - General Benefit - website, etc..	750.00
SFEI - Website Maintenance	1,672.38
NCRCD 2020 Conference Support	
Sheraton Sonoma - NBWA 2020 Conference	
Data Instructs - NBWA Outreach & Support	5,445.00
Horizon - Strategic Planning	12,500.00
<b>Total Expenses</b>	<b><u>89,584.67</u></b>

Change this period	124,566.37
Fund Balance as of July 1, 2020	<u>\$ 275,906.91</u>

Fund Balance as April 30, 2021	<u><u>\$ 400,473.28</u></u>
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## **4. Consider Proposed 2020/2021 NBWA Workplan and Budget**

Approve

# Work Plan Structure - Proposed Updates

- Update category titles
- Add new initiative
- Update task titles

## A- ~~Overhead~~ Administrative Services

1. Board Meetings/Workshops
2. Board Meeting Minutes
3. Agency Coordination
4. Administrative Steering Committee
5. Program Development committee
6. Finance/Accounting Support

## B- General Benefit Projects

7. Public Outreach Materials
6. Committee Activities
7. Website
8. Data Management
9. Legislative Action
10. ~~Watershed Council~~ Joint Technical Committee
11. NBWA Conference Expense
12. NBWA Conference Support
13. Update of IRWMP and Funding Advocacy
14. Contingency Reserve

## C- Specific Benefit Projects

# Proposed approach to FY 2021/22

- No change to annual budget
- Maintain core programs and tasks
  - Monthly Board meetings
  - Support Committee meetings
  - Quarterly newsletter
  - Website
- Conference 2022!
- New initiatives
  - Program Development committee
  - Regional water conservation messaging campaign and other support programs
  - Expand NBWA visibility
  - Advocate funding for regional north bay initiatives



NBWA FY 2021-2022 DRAFT Budget

Overhead and General Benefit Projects		NBWA Contract Staff				CASH ALLOCATION (MEMBERSHIP DUES)																							
		In-Kind Services	NBWA staff	Other contributors	ODCs	2021 - 2022 Total Cash Budget	CMSA	Marin Co	LOVSD	Del Marin Keys, SASM, City of Mill Valley	McSTPP	RVSD	MMWD	NMWD	NapaSan	Napa/Flood	NovatoSan	City of Novato	Petaluma	American Canyon	San Rafael	City Sonoma	Sonoma Co.	SCWA	Napa County	Solano County Water Agency	SVCSD	NBWA TOTAL	
<b>A- Overhead</b>																													
1	Board Meetings/Workshops	-	39,300	-	-	39,300	1,179	6,568	1,111	1,074	1,043	1,247	1,848	1,238	1,230	1,291	1,168	1,453	1,909	1,436	1,843	1,261	7,016	3,947	-	-	-	1,436	39,300
2	Board Meeting Minutes	-	4,560	-	-	4,560	137	762	129	125	121	146	214	144	143	150	136	169	222	167	214	146	814	458	-	-	-	167	4,560
3	Agency Coordination	-	9,220	-	-	9,220	278	1,542	262	252	246	293	434	291	289	304	275	342	449	326	432	296	1,646	926	-	-	-	337	9,221
4	Administrative Steering Comm.	-	4,460	-	-	4,460	134	745	126	122	118	141	210	141	140	147	133	165	217	163	209	143	796	448	-	-	-	163	4,460
5	Program Development	-	4,460	-	-	4,460	134	745	126	122	118	141	210	141	140	147	133	165	217	163	209	143	796	448	-	-	-	163	4,460
6	Finance/Accounting Support	31,800	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Overhead Subtotals	31,800	62,000	-	-	62,000	1,662	10,363	1,754	1,694	1,646	1,965	2,916	1,954	1,941	2,038	1,844	2,293	3,013	2,264	2,908	1,990	11,069	6,226	-	-	-	2,266	62,000
	<b>Overhead Totals</b>																												
<b>B- General Benefit Projects</b>																													
6	Public Outreach Materials	-	10,000	-	-	10,000	300	1,671	283	273	265	317	470	315	313	329	297	370	486	396	469	321	1,785	1,004	-	-	-	335	10,000
7	Committee Activities	-	27,360	-	-	27,360	821	4,573	774	747	726	868	1,286	862	856	899	813	1,011	1,329	1,085	1,283	878	4,885	2,748	-	-	-	915	27,360
8	Website	-	-	11,730	-	11,730	352	1,960	332	320	311	372	551	370	367	385	349	434	570	465	550	376	2,094	1,178	-	-	-	392	11,730
9	Data Management	-	2,000	-	-	2,000	60	334	57	55	53	63	94	63	63	66	59	74	97	79	94	64	357	201	-	-	-	67	2,000
10	Legislative Action	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
11	Joint Technical Committee	-	22,800	-	-	22,800	684	3,811	645	623	605	723	1,072	718	713	749	678	843	1,108	904	1,069	732	4,071	2,290	-	-	-	763	22,800
12	NBWA Conference Expense	-	6,900	-	-	6,900	207	1,153	195	188	183	219	324	217	216	227	205	255	335	274	324	221	1,232	693	-	-	-	231	6,900
13	NBWA Conference Support	-	12,500	-	-	12,500	375	2,089	353	341	332	397	588	394	391	411	372	462	607	496	586	401	2,232	1,255	-	-	-	418	12,600
14	Update of IRWMP	-	10,000	-	-	10,000	300	1,671	283	273	265	317	470	315	313	329	297	370	486	396	469	321	1,785	1,004	-	-	-	335	10,000
15	Contingency Reserve	-	20,000	-	-	20,000	600	3,343	566	546	531	634	940	630	626	657	594	739	972	793	938	642	3,571	2,008	-	-	-	669	20,000
	General Benefit Subtotals	-	111,660	11,730	-	123,290	3,700	20,606	3,486	3,368	3,271	3,911	5,796	3,884	3,858	4,051	3,665	4,558	5,990	4,888	5,783	3,957	22,011	12,381	-	-	-	4,126	123,290
	<b>General Benefit Totals</b>																												
	<b>FY 2021 - 22 TOTAL A + B</b>	31,800	173,560	11,730	-	185,290	5,561	30,969	5,240	5,062	4,917	5,879	8,712	5,838	5,799	6,089	5,509	6,851	9,004	7,142	8,692	5,947	33,080	18,608	-	-	-	6,391	185,290
	<b>FY 2021 - 22 TOTAL A + B</b>																												

Specific Benefit Projects		NBWA Cash Requirement				CASH ALLOCATION																							
		In-Kind Services	NBWA staff	Other contributors	ODCs	2021 - 2022 Total Cash Budget	CMSA	Marin Co	LOVSD	MCSO #5 (See Note 1)	McSTPP	RVSD	MMWD	NMWD	Napa San	Napa/Flood	NovatoSan	City of Novato	Petaluma	American Canyon	San Rafael	City Sonoma	Sonoma Co.	SCWA	Napa County	Solano County Water Agency	SVCSD	NBWA TOTAL	
<b>C- Specific Benefit Projects</b>																													
1	Project "A"	-	-	40,000	-	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000	
2	Project "B"	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	
3	Project "C"	-	-	-	-	8,200	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,200	
	<b>FY 2021-22 Specific Benefit Project Total</b>	-	-	40,000	-	78,200	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	78,200	
	<b>NBWA Total for FY 2021-22</b>	31,800	173,660	61,730	-	267,190	5,561	30,969	5,240	5,062	4,917	5,879	8,712	5,838	5,799	6,089	5,509	6,851	9,004	7,142	8,692	5,947	33,080	18,608	25,000	15,000	6,391	267,190	

# Budget for FY 2021/2022

• Administrative services	<b>\$62,000</b>
• General Benefit projects	<b>\$123,290</b>
• Special Benefit projects	<b><u>\$76,200</u></b>
<b>TOTAL</b>	<b>\$261,490</b>
• Estimated FY20/21 carryover	<b>\$ 36,200</b>

## A- Administrative Services

1. Board Meetings/Workshops
2. Board Meeting Minutes
3. Agency Coordination
4. Administrative Steering Committee
5. Program Development committee
6. Finance/Accounting Support

## B- General Benefit Projects

7. Public Outreach Materials
6. Committee Activities
7. Website
8. Data Management
9. Legislative Action\*
10. Joint Technical Committee
11. NBWA Conference Expense
12. NBWA Conference Support
13. Update of IRWMP and Funding Advocacy
14. Contingency Reserve

## C- Specific Benefit Projects

15. Joint Technical Committee

## **5. Executive Director Report**

Andy will provide an update on active projects, communications, committees, activities, and developing initiatives since April 2 Board meeting.



# Executive Director Report



## Updates since last meeting

- Attended Petaluma Watershed Collaborative meeting on April 9
- Attended Highway 37 Town Hall on April 15
- Presented NBWA overview at Napa WICC on April 22
- Follow up to Petaluma Baylands Strategy Webinar on April 27

## Administrative Activities

- AR – Member dues
- AP – Subconsultants
- Finalized FY 21/22 work plan for Board consideration on May 7
- Preparing website and meeting packet updates
- Updating distribution lists
  - ***Please send us any new staff / contacts***

## Communications

- Quarterly newsletter distributed May 4
- Drought information gathering
- Board members and member agency staff
- Regional partners
- Subject matter experts and speakers
- Call for newsletter topics and program highlights

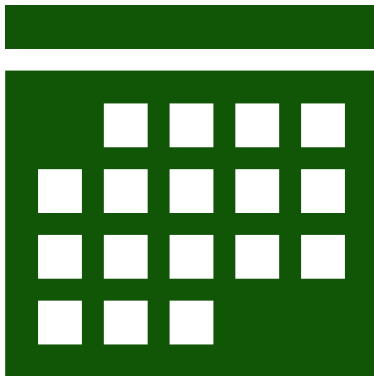
## Committees

- Developing JTC plan and focus for 2021
- JTC meetings to resume June 2021
- Conference committee to focus on 2022 event

# Executive Director Report *(continued)*

Confirming 2021 calendar dates – First Friday of every month - Except of course for holidays!

## 2021 Board Meetings



- **June 4**
- \*July 9
- \*September 10
- October 1
- November 5
- December 3

\* NOTE: meeting date shifted back one week to accommodate holiday

## **6. Guest Presentation–Water/Resilience Bonds Updates**

*Mark Fenstermaker of Pacific Policy Group*

Overview and status of bond negotiations underway in the legislature.



**POSTPONED TO JUNE 2021!**

## **7. Guest Presentation–State Water Resources Control Board Drought Emergency Updates**

*Samuel Boland-Brien, State Water Resources Control Board, Division of Water Rights*

Sam will provide State Board updates on plans, actions, and resources associated with water supply concerns and the drought emergency.

## **8. Water Supply Roundtable Update and Board Information Exchange**

*Paul Sellier, Operations Director, Marin Municipal Water District*

*Brad Sherwood, Division Manager, Community & Government Affairs, Sonoma Water*

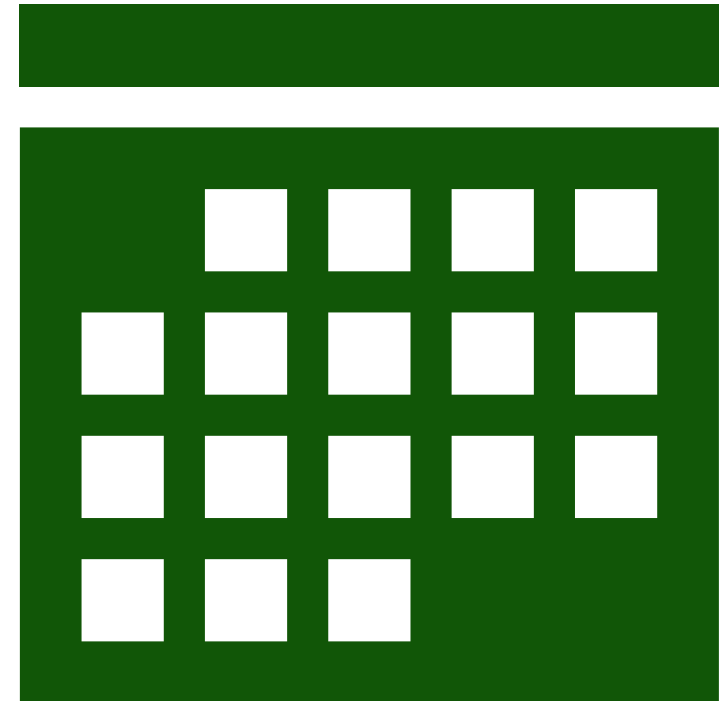
*All Members*

## **9. Agenda Items for Future Meetings**

Andy will outline ideas for next and future Board meeting topics and solicit feedback.

# Board Meeting Topics Outlook

- June 4 – “Sediment for Survival”  
Presentation, State Board  
Drought Resources Update,  
Member Agency Innovative  
Water Conservation BMPs
- July 9 – San Pablo Baylands and SR 37  
Initiatives, Legislative Updates
- Others in development: One Water  
Highlights, environmental  
education, *urban scale carbon  
sequestration initiatives, funding,  
water management/conveyance*



# Announcements/Adjourn

*Next Board Meeting:  
June 4, 2021*

[www.nbwatershed.org](http://www.nbwatershed.org)