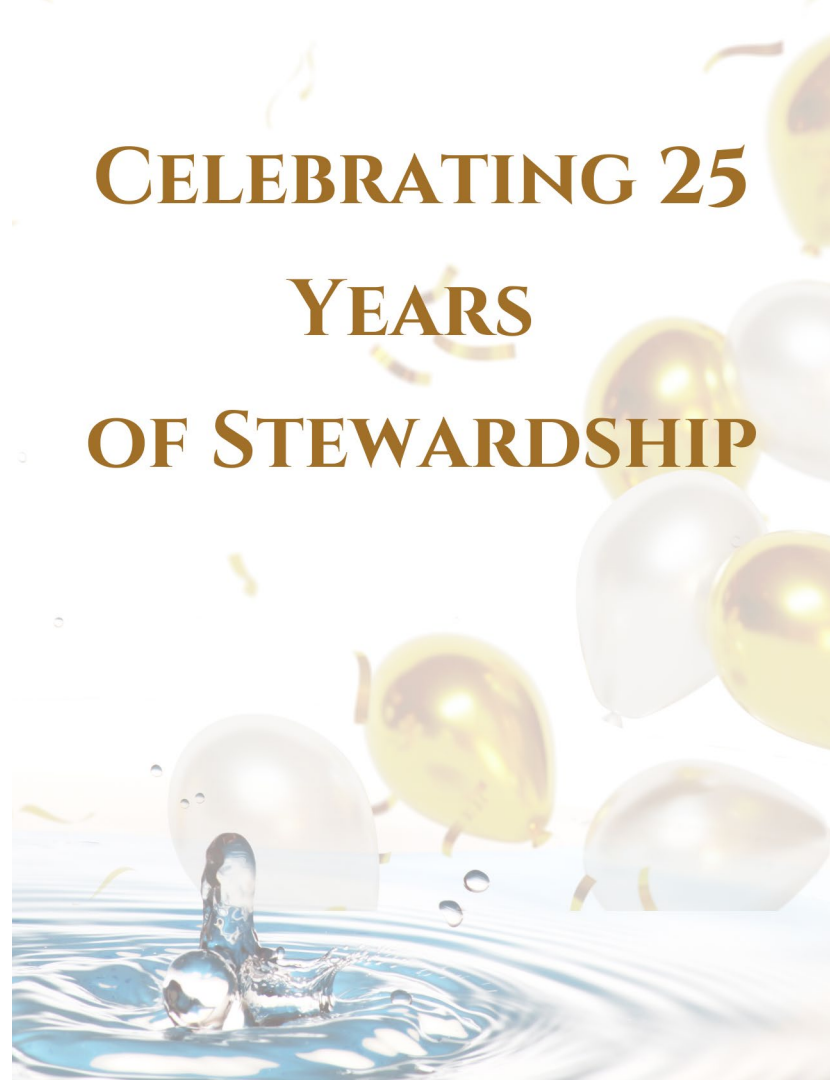




BOARD MEETING

June 6, 2025

CELEBRATING 25
YEARS
OF STEWARDSHIP





01

Welcome and Call to Order – Roll Call and Introductions



02

General Public Comments



03

Agenda and Past Meeting Minutes Review

Treasurer's Report

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 meeting about matters NOT on the agenda and within the jurisdiction of the association.	<i>N/A</i>
9:40	Agenda and Past Meeting Minutes Review <i>Jean Mariani, Chair</i> Treasurer’s Report <i>Jean Mariani, Chair</i>	<i>Approve/ Accept</i>
9:45	Guest Presentation— Advancing Local Adaptation Plans through the Regional Shoreline Adaptation Plan (RSAP) <i>Jaclyn Perrin-Martinez, Climate Adaptation Planning Manager, BCDC</i> Jaclyn will provide an overview of what local governments along the Bay shoreline are required to do to meet new state law, SB272. BCDC’s Regional Shoreline Adaptation Plan (RSAP), adopted in December 2024, contains Guidelines for how to create local Plans. Jaclyn will highlight regional and local impacts of sea level rise, the responsibilities of local governments to drive adaptation decision-making, and BCDC's role to support local governments to meet this challenge. Jaclyn will also share the new tools and resources BCDC is launching this summer to support local planning efforts.	<i>Presentation slides</i>

10:20	Executive Director Report <i>Andy Rodgers, Executive Director</i> Andy will provide updates and solicit board input on activities since the April 4 Board meeting, including administrative updates, regional programs participation, 2026 conference planning, preparation of draft Director Packet, and other activities, programs, and communications.	<i>ED updates, Board questions, and input</i>
10:25	Small Grant and Scholarship Program Update <i>Andy Rodgers, Executive Director</i> Andy will provide an overview of program launch, outreach, status of applications, and next steps.	<i>Presentation slides</i> <i>Board questions and input</i>
10:30	Board Information Exchange and Updates <i>Members</i> Members will highlight issues and share items of interest.	<i>N/A</i>
10:55	Agenda Items for Future Meetings <i>Andy Rodgers, Executive Director</i> Andy will outline ideas for next and future Board meeting topics and solicit feedback.	
11:00	Announcements/Adjourn Next Board Meeting: July 11	<i>N/A</i>
11:00	Complimentary Tour: North Marin Water District Facility, Laboratory Upgrade Project and Demonstration Garden Join North Marin Water District’s leadership for an exclusive tour of the newly remodeled Administration Building, cutting-edge water quality laboratory, and sustainable Demonstration Garden. Led by General Manager Tony Williams, Water Quality Supervisor Pablo Ramudo, and Water Conservation and Communications Manager Ryan Grisso, this walkthrough will highlight key facility upgrades, including enhanced system controls, emergency operations capabilities, expanded testing services, and a vibrant low-water-use garden designed to inspire sustainable landscaping choices. <i>For the tour, please wear closed toe walking shoes</i>	

Treasurer's Report – July 1 to March 31, 2025



NORTHBAY WATERSHED ASSOCIATION TREASURER'S REPORT JULY 1 - MAY 31, 2025

REVENUE COLLECTIONS:

Collection Description	Amount
1 FY23-24 Annual Membership Due - Bel Marin Keys	\$ 3,506.90
2 FY24-25 Annual Membership Due collections	180,011.69
3 Bank interest - August-May 2025	3,345.96
Total Collections	186,864.55

EXPENDITURE REMITTANCES:

Remittance Description	Amount
1 Prof Svcs: Data Instincts, July-April 2025	22,297.50
2 Prof Svcs: West Yost, July-March 2025	121,915.26
3 Prof Svcs: SFEI, July-March 2024	6,977.26
4 2024 Watershed Symposium Sponsorship (Steelhead)	3,000.00
5 Prof Svcs: Central Marin Sanitation Agency, Treasurer Services setup cost	3,770.13
6 Office supplies: NBWA bank account check stock	183.77
7 Bank fees - August-May 2025	435.62
Total Remittances	158,579.54

Change in Fund Balance	28,285.01
Fund Balance as of beginning of fiscal year	570,016.59
Fund Balance as of current month end	\$ 598,301.60

Operating cash reserves	\$ 112,645.00
Unassigned reserves	485,656.60
Total reserves	\$ 598,301.60



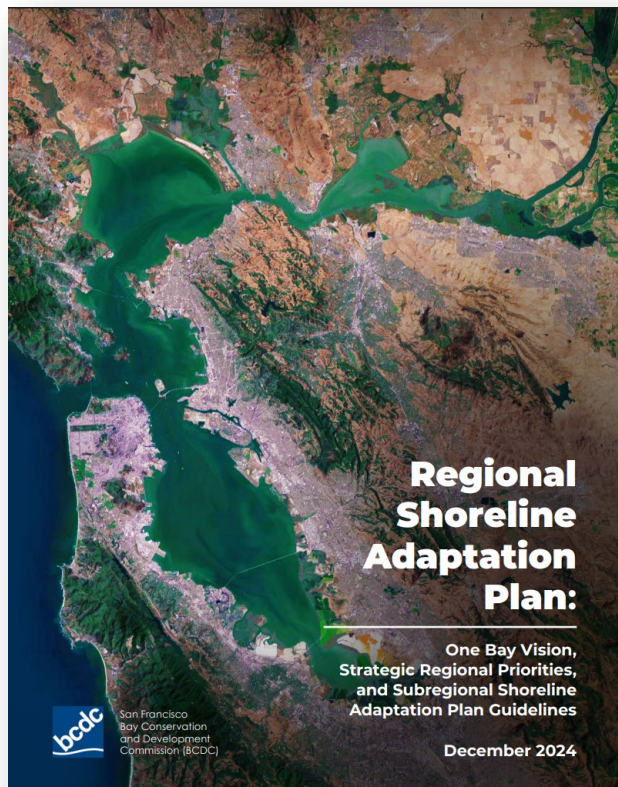
NORTHBAY WATERSHED ASSOCIATION TREASURER'S REPORT JULY 1 - MAY 31, 2025

RESERVE CLASSIFICATIONS:

Operating Reserve	Amount
1 Beginning balance	\$ -
2 Funds transfer in - unassigned reserve	112,645.00
3 Funds transfer out - unassigned reserve	-
4 Ending balance	\$ 112,645.00
<i>Board approved reserve target (50% of operating expenses)</i>	<i>\$ 112,645.00</i>

Unassigned Reserve	Amount
1 Beginning balance	\$ 570,016.59
2 Change in fund balance	28,285.01
3 Total collections	186,864.55
4 Total disbursements	(158,579.54)
5 Funds transfer in - operating reserve	-
6 Funds transfer out - operating reserve	(112,645.00)
7 Ending balance	\$ 485,656.60

Fund Balance as of beginning of fiscal year	570,016.59
Fund Balance as of current month end	\$ 598,301.60



04

Guest Presentation— Advancing Local Adaptation Plans through the Regional Shoreline Adaptation Plan (RSAP)

Jaclyn Perrin-Martinez, Climate Adaptation Planning Manager, BCDC



05

Executive Director Report



***NBWA Board on April 4. Thank
you, City of American Canyon!***

Highlights



Updates since last meeting

- Attend SFEI sediment solutions meeting for Petaluma watershed on April 13
- **Attend SSU Research, Scholarship, and Creativity Symposium to judge water projects on April 28**
- Held new NBWA Director orientation on May 29.
- **Attend CASQA legislation subcommittee meeting on April 23 and May 28**



Administrative Activities

- **Finalize FY 2025/26 workplan and prepare vendor contracts**
- Coordinate June board meeting
- **Research and plan for 25-year Association celebration**
- **Oversaw Small Grant and Scholarship program applicant support, marketing, processing, judge preparation, and June meeting prep**
- Coordinate with officers and Treasurer
- AR – Membership dues
- AP – Subconsultants
- Updated website



Communications

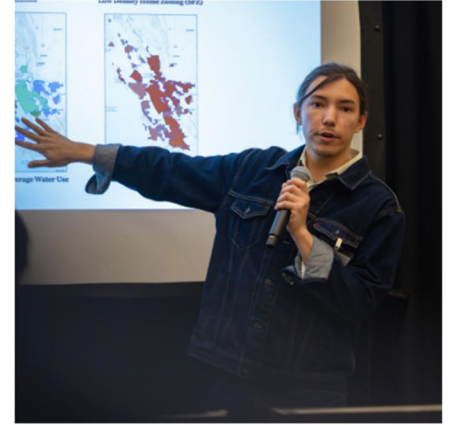
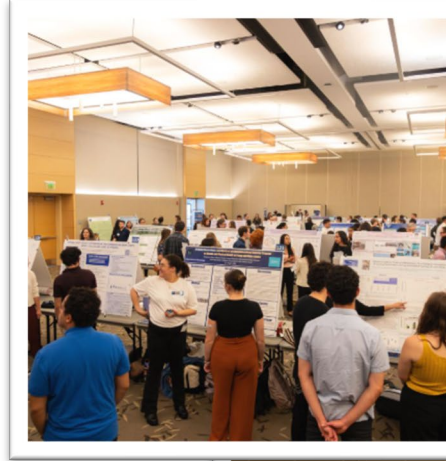
- Ongoing communications with NBWA member agencies
- Manage/progress NBWA social media program
- **Prepare and distribute past meeting summary**
- Research, outreach, and communications with members and subject matter experts regarding development for future Board topics



Committees

- Plan for Administrative Steering Committee meeting – August or September 2025
- Plan for Small Grant & Scholarship Program Committee meeting in June
- **Plan for 2026 conference committee meetings**

2025 SSU Research, Scholarship & Creativity Symposium





06

Small Grants and Scholarship Program Update

- Applications released April 1
- Outreach
 - ✓ Website update
 - ✓ Email announcement
 - ✓ Spring Newsletter highlight
 - ✓ Social Media
- Deadline Extension: Updated from April 31 to May 30 based on feedback

Small Grants and Scholarship Program

About the Program

The North Bay Watershed Association (NBWA) has worked diligently for more than twenty years on water resource issues that go beyond traditional boundaries to promote stewardship of the North Bay watersheds. The NBWA is proud to sponsor and support local organizations and individuals in our regional community through providing selective local small grants and scholarships.

The NBWA is always interested to learn about projects and initiatives that inform, engage, and enhance our north bay watershed communities. Importantly, our projects are encouraged to be developed, piloted, or implemented by a local proponent with a design plan to distribute derivative benefits to the entire region.

Exciting Opportunity: Applications Are Open!

NBWA is accepting applications for small grants and scholarships between April 1 and April 30, 2025, unless otherwise noted.

More information below.

[Small Grants FAQ](#)

[Scholarships FAQ](#)

The North Bay Watershed Association Small Grant Program Application

Due April 30, 2025

One (1) North Bay Watershed Association (NBWA) Small Grant Program ("Program") application per person/organization. Email completed applications to grantapp@nbwa.com with "2025 Watershed Grant Application" in the subject line. Application must benefit or have a meaningful relation to the San Pablo Bay. Refer to the Small Grant Freq. have any questions about the NBWA Small Grant Program.

Name of Project/Initiative: _____

Project Applicant/Agency/Organization: _____

Type of organization (provide proof of eligibility)

☐ Non-profit 501(c)(3) organization ☐ Municipality ☐ Other _____

Applicant Contact and Title: _____

Mailing Address: _____

Telephone: _____

Category

☐ Environmental science

☐ Technology

☐ Water resources

☐ Estuary and conservation

☐ Energy

☐ Other _____

Amount Requested

☐ <\$1,000

☐ \$1,000 - \$5,000

☐ \$5,000 - \$10,000

☐ \$10,000

Topic of Project/Initiative Being Proposed (the Watershed Program Scholarship)

☐ Education, outreach

☐ Community Based Projects

☐ Planning, assessment, inventory, monitoring

☐ Implementation

☐ Other

☐ Research and Innovation

The North Bay Watershed Association Scholarship Application Guidelines

Due April 30, 2025

The NBWA offers two scholarship programs to support education and professional growth:

- **Conference Access Scholarship:** Up to \$200 for NBWA sponsored events, including full-day registration at NBWA's biennial conference and closing reception.
- **Watershed Education Scholarship:** Up to \$1,000 for educational purposes. Open to individuals of any age residing or working within the NBWA boundary (lands draining to the San Pablo Bay).

This document outlines the application process, eligibility criteria, scoring weights, and deadlines for each scholarship. Don't miss the opportunity to present your goals—apply today!

CONFERENCE ACCESS SCHOLARSHIP (CARL MORRISON CONFERENCE SCHOLARSHIP)

The North Bay Watershed Association (NBWA) offers a scholarship to help interested individuals attend their biennial conference or NBWA sponsored event. NBWA is committed to providing as much assistance as possible to help registration fees from being a barrier to conference attendance.

Applications for awards should submit the following by **April 30, 2025**:

1. Cover letter that includes:

- Name and address of the conference, including cost, location, and topics
- Award amount for which you are applying
- Conference ticket only
- Conference ticket and travel (up to \$200). Must provide breakdown of anticipated travel costs.
- Expected benefits of attending the conference (e.g. specific sessions or workshops of interest)

2. Resume

To apply for the Conference Access Scholarship

In a single PDF, send cover letter and application documents to scholarships@nbwa.com. Please include "NBWA CMC Scholarship Application" in the subject line. All applicants will receive an email confirming their complete application has been received.

WATERSHED PROGRAM SCHOLARSHIP

The North Bay Watershed Association (NBWA) offers a scholarship to help fund educational opportunities for students of all ages who reside or work within the NBWA boundary, which encompasses of lands draining to the San Pablo Bay, who intend to enroll, or are currently enrolled in high school, vocational school, trade school, technical school, accredited university, or two-year or four-year college to pursue studies in the environmental sciences, engineering, or pursuing water-related certifications or training.

Applications for awards should submit the following by **April 30, 2025**:

1. Cover letter and essay (not to exceed 500 words) covering:

- What educational institution are you currently attending or going to and desired major?
- Scholarships dollar amount requested (up to \$1,000)

2. Applicant must provide a signed statement of intent about the requested funds will cover, including but not limited to tuition, books, transportation, and other educational expenses. The association reserves the right to adjust the awarded amount based on the demonstrated financial need of each applicant.

- Received **15 grant** and **2 scholarship** applications, offering strong options for selection.
- **Next Steps:** First-round review underway; eligible applications will move forward.
- **Upcoming Subcommittee Meeting:** Wednesday, **June 18, 2025**, at 9:00 AM—Discuss top selections and next steps.

Purpose and Goals of Program

- ✓ Regionally beneficial
- ✓ Environmental and sustainability-related projects/programs
- ✓ Provide educational and engagement opportunities

Applications Overview

- **Climate Resilience & Watershed Education:** Projects include storytelling (*KneeDeep Times*), youth explorers' programs (*Solano RCD, Napa RCD*), and field trips (*Sonoma Land Trust*).
- **Sustainable Landscapes & Green Infrastructure:** Initiatives promote backyard sustainability (*Sustainable Solano*), bioswales (*Sustainable Marin Schools*), and stormwater solutions (*Daily Acts Organization*).
- **Watershed & Habitat Conservation:** Efforts focus on protecting waterways (*American Canyon Foundation, River Otter Ecology Project*) and integrating regional conservation strategies (*Association of Bay Area Governments (San Francisco Estuary Partnership)*).
- **Community Outreach & Workforce Development:** Programs support environmental internships (*Napa Sanitation*), career pathways (*Stewards of the Coast & Redwoods*), and public engagement through signage (*Las Gallinas Watershed Council*).
- **Regional Connectivity & Planning:** Proposals aim to enhance greenways and trail networks (*Sonoma State University*) and engage underserved communities (*Canal Alliance*).

1 & 2 Quarter 2025 Outlook: *Positioning for Next FY*

- **Board meetings:**

- June 6
 - *American Canyon*
- May 2
 - *Skip meeting – Grants/Scholarship focus*
- June 6
 - *North Marin Water District*
- July 11 - TBD

- *25-year celebration coming soon!*



- **Prepare** to plan 2026 Biennial Conference
- **Continue** to participate in and influence regional resiliency and collaborations
 - Watershed networks
 - Funding – plan to convene JTC
 - Support workforce development
- **Launch** Small Grants and Scholarship Program!
- **Support** positioning north bay members to leverage regional collaboration for competitive funding advantage
- **Advance** plan for convening North Bay Environmental Education Roundtable
- **Finalize** FY2025-2026 Work Plan
- **Develop** draft plan to expand NBWA membership in region



UPCOMING 2025 SCHEDULE

- **July 11** – Board Meeting
CMSA (Tentative)
- **August 1** - Board Meeting
Napa (Tentative)
- **September** – SKIP Month
- **October 3** - Board Meeting
Marin Municipal Water District (Tentative)
- **November 7** - Board Meeting
City of Sonoma (Tentative)
- **December 5** - Board Meeting
Holiday/25-year Celebration

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



07

Board Information Exchange

Upcoming event information
for Spring 2025

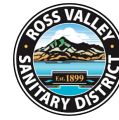
Any agency milestones

knowledge
sharing

CMSA Central Marin Sanitation Agency



**SONOMA
Water**





08

Agenda Items for Future Meetings

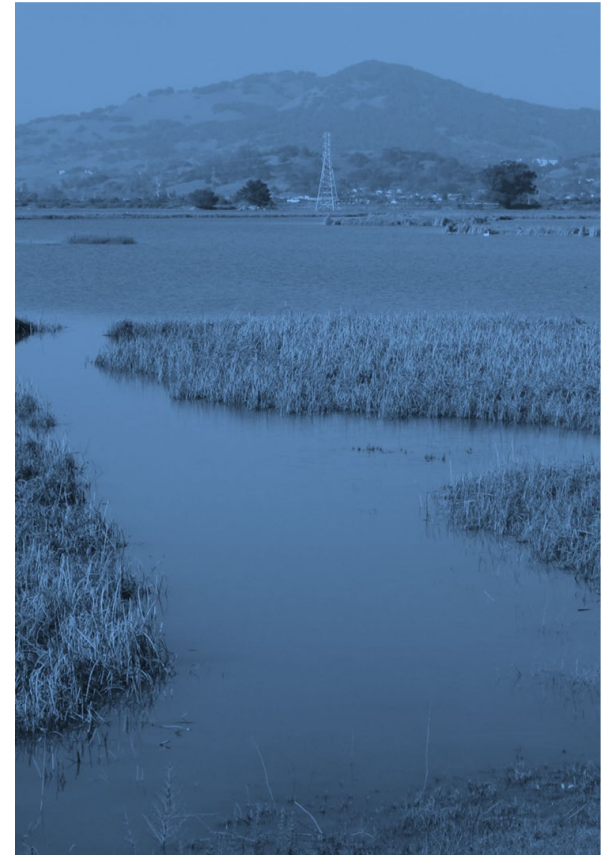
Announcements/Adjourn

Next Board Meeting: July 11
CMSA (Tentative)

2025 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.

- August 1
- September – **SKIP Month**
- October 3
- November 7
- December 5





10

Complimentary Tour: North Marin Water District Facility, Laboratory Upgrade Project and Demonstration Garden