

# North Bay Watershed Association Board of Directors Meeting - Summary

November 8, 2024 | 9:30 – 11:30 a.m.

Ross Valley Sanitary District  
1111 Andersen Dr  
San Rafael, CA 94901

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	Ali Blodorn – Guest Presenter
Kate Hagemann – City of San Rafael	Steve Moore – Ross Valley Sanitary District
Ron Wellander – City of Sonoma	Christina Winnicki – Ross Valley Sanitary District
Mary Sackett – County of Marin	Oriana Hart – City of Petaluma
Rob Carson – Marin County SPPP	Stephen Keese – Public
Megan Clark – Las Gallinas Valley Sanitary District	
Larry Russel – Marin Municipal Water District	
Rick Fraites – North Marin Water District	
Jean Mariani (Chair) – Novato Sanitary District	
Pamela Meigs – Ross Valley Sanitary District	
Elizabeth Patterson – Solano County Water Agency	
Jack Gibson – Director Emeritus	

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

1. **Welcome and Call to Order – Roll Call and Introductions** – Chair Mariani called the meeting to order at 9:32 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. None opposed—Unanimously approved.

Chair Mariani asked if there were any changes or corrections to the minutes for the October Board meeting. No comments. None opposed—Unanimously approved.

### **Treasurer’s Report**

No comments on the July to October 2024 Treasurer’s Report. Director Frates moved to approve the Treasurer’s Report. Director Sackett seconded—Unanimously accepted.

**4. 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*

Ali Blodorn, manager of the forest health program at Napa RCD, discussed the program's growth and strategic priorities. She highlighted the importance of increasing forest health and fire resilience, particularly in the wake of recent fires. Ali also mentioned the development of a countywide forest and habitat health strategy, inspired by the Re Oak North Bay strategy, which aims to restore native oak communities and address threats to forest ecosystems. She also discussed a larger-scale restoration project, which would restore 70 acres of tidal marsh, estuarine, habitat, and freshwater marsh and riparian habitat. Lastly, Ali mentioned the development of a countywide prescribed Burn Association and investment in workforce development.

Ali discussed the challenges of managing the Mediterranean Oak Borer, a pest that infests mature oak trees and causes them to die from the top down. The pest is difficult to control and can spread through the movement of infested trees. Ali also mentioned the issue of voles destroying oak saplings and the need for better protective caging. The conversation then shifted to the Huichica Creek project, where Ali mentioned the importance of tribal engagement and cultural access to the land. There was also a discussion about potential conflicts between landowners and their efforts, with Ali stating that they are working in partnership with vineyard owners to manage forests around their vineyards. Lastly, Ali discussed the regional work they are doing across county borders, including a block grant for implementation funding, and the involvement of UC Davis in research on the Mediterranean Oak Borer.

Ali discussed the challenges faced with deer grazing on their oak saplings and the impact of voles on their oak trees. They also talked about their efforts to manage these issues and the potential use of prescribed burns as a management tool. Ali offered to provide more information on their prescribed burn program.

The full presentation is available in PDF format here <https://www.nbwatershed.org/event/nbwa-board-meeting-23/>

**5. Consider NBWA Reserve Policy**

Andy noted that the fund balance at the end of FY 2023/24 was ~\$570,000. NBWA does not currently have a reserves policy. The Board at a previous meeting, identified need to consider a reserves policy to inform annual budgeting A draft policy was presented for feedback.

Staff reached out to member agencies to research policy examples to develop a draft reserves policy for consideration. 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

Director Patterson suggested adding a definition of how the reserve fund would be tapped and a requirement for a larger vote when tapping into the reserve.

The board discussed adding a definition of an “emergency” and the appropriateness of spending \$10,000 from reserves. They agreed that the definition of an emergency should be clearly defined, and that the executive director should have the authority to spend up to \$10,000 from the regular budget, not the reserve budget. The board also discussed the need for a more detailed policy regarding the use of reserves and the frequency of such expenditures. They considered adding a contingency item to the work plan to cover unexpected expenses. The board agreed to further discuss and refine the definition of an emergency and the use of reserves in future meetings.

## 6. Executive Director Report

*Andy Rodgers, Executive Director*

Andy provided updates and solicited board input on activities since the August 30 Board meeting, including association administration updates, and other activities, programs, and communications.

High level updates Andy provided are:

### 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

### Water Workforce Resiliency Program 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

#### **25-Year Celebration**

The Board is in favor of a January 10 celebration. More details will follow.

#### **Sponsorship - 2024 Napa County Watershed Symposium**

Andy reminded the Board about the symposium taking place on December 5, 2024 at the Culinary Institute of America at Copia.

Event tickets will be available for purchase in September. As a sponsor, NBWA has Four (4) tickets available. Interested members do not register via Eventbrite, email [northbaywa@gmail.com](mailto:northbaywa@gmail.com)

The full presentation is in PDF format and can be found at <https://www.nbwatershed.org/event/nbwa-board-meeting-23/>

#### **FY 2024-25 Board Meetings**

First Friday of every month - Except of course for holidays!

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

### **7. Board Information Exchange and Updates**

Director Meigs: RVSD had a successful force main shutdown and flange replacement. I'm going to just do the brief discussion, and I would like Mr. Moore to give more engineer details. They planned for a 6-hour shutdown and because of the calculations we made about how long they could stay without losing control. It was completed in 3 hour and 40 min. They worked closely with CMSA.

Director Fraites: There were some supply issues with the water district's headquarters, but they are hoping to move in next month.

Director Sackett: A lot more housing development are coming their way. Her first question to developers is oftentimes, will you connect to purple pipe, and will you dual plum? She has realized not many developers are thinking about this. She would like clarity on what the requirements are to communicate with the developers. There's not a clear line of communication regarding whether they need to connect to purple pipe, and whether or not they need to dual plum. She would like talk to others to see what they're doing and what is state law.

Assembly member Connolly is moving forward with a bill in this legislative session on beneficial reuse of dredge materials. She will keep everyone informed in case they want to comment.

Director Garcia: He is retiring in December. We built 2 apartment houses—all the landscaping is now on recycled water versus potable water. They are also equipped with solar. Coca-Cola bottling is in American canyon, and they want to expand their production. They needed more water and cause a leak which cost a million to fix. Coca-Cola paid for it.

Director Clark: At their Board meeting last night, they discussed dredge materials. They are considering what to do with all the dredge material from a project underway.

Director Carson: The Bay Area municipal stormwater coalition, formerly BASMA, held the 1st annual Stormwater Forum in Oakland yesterday. There were about 140 participants and a lot of good discussions and presentations. This Forum is likely going to annual to share information and try to move the needle on stormwater funding and permitting issues.

Director Hageman: They are working on a sea level rise study right now, looking at feasible adaptation options. Materials have been developed from the consultants regarding what options there are. Part of that project will be looking at the vulnerability of critical facilities, including water and wastewater infrastructure in the area. She also shared High Tide Day information happening on December 14.

<https://www.eventbrite.com/e/high-tide-day-tickets-993893170227>

#### 8. **Announcements/Adjourn**

Steve Moore offered the group an impromptu tour of the meeting venue.

Meeting adjourned at 11:30 am

Next Board Meeting: December 6

SUBMITTED BY: Andy Rodgers, Executive Director, NBWA