

## Members

Diane Dillon  
Mark Luce  
Lori Luporini  
Mark Van Gorder  
David Graves  
Jeff Reichel  
Phill Blake  
Donald Gasser  
Kate Dargan  
Jeffrey Redding  
Tom Shelton  
Charles Slutzkin  
Carol Kunze  
Richard Camera

## Alternates

Harold Moskowitz  
Karen Slusser

## AGENDA

### REGULAR BOARD MEETING

**Thursday, August 25, 2005 at 4:00 p.m.**  
**2nd Floor Conference Room, Hall of Justice Building,**  
**1125 Third Street, Napa CA**

## Staff Representatives

Patrick Lowe,  
**Secretary**  
Deputy Director,  
Conservation Div., CDPD

Jeff Sharp,  
**Watershed Coordinator**  
Planner III,  
Conservation Div., CDPD

Laura Anderson,  
**Counsel**  
Attorney IV,  
County Counsel's Office

1. **CALL TO ORDER, WELCOMING OF NEW MEMBERS & ROLL CALL** (Chairman)  
Welcome Lori Luporini from the City of American Canyon and Mark Van Gorder from the City of Napa
  
2. **APPROVAL OF ACTION MINUTES**  
Regular meeting of June 23, 2005 (Chairman)  
  

Note: Due to lack of quorum, the Board's regular meeting of July 28, 2005 was adjourned by the Secretary. All items of business before the WICC Board on July 28, 2005 will be heard during this, August 25, 2005, meeting.
  
3. **PUBLIC COMMENT**  
In this time period, anyone may comment to the Board regarding any subject over which the Board has jurisdiction, or request consideration to place an item on a future Agenda. No comments will be allowed involving any subject matter that is scheduled for discussion as part of this Agenda. Individuals will be limited to a three-minute presentation. No action will be taken by the Board as a result of any item presented at this time. (Chairman)
  
4. **ANNOUNCEMENTS** (Board/Staff)
  - a. Possible **WICC oversight of the Napa Valley Watershed Management Study and Plan** funded by the U.S. Army Corp of Engineers (Staff)
  - b. **WICC Board Member biographies and photographs needed** for the WICC WebCenter (Staff)
  - c. Others (Board/Staff)

5. **UPDATES/REPORTS:**

- a. Update and report from the WICC Board's ad-hoc subcommittee meeting of July 12, 2005 on their preliminary **development of a countywide watershed monitoring strategy** (Staff)
- b. Update on the August 23, 2005 Board of Supervisor's meeting and their consideration and **possible direction to the WICC Board to review draft materials associated with the Napa River TMDL** process underway by the California Regional Water Quality Control Board (RWQCB) (Staff)

6. **PRESENTATION, DISCUSSION AND POSSIBLE RECOMMENDATION TO THE NAPA COUNTY BOARD OF SUPERVISORS THAT THE COUNTY BOARD OF SUPERVISORS ADOPT THE 2005-06 STRATEGIC PLAN PROPOSED BY THE WICC BOARD:**

Presentation, discussion and possible **recommendation to the Napa County Board of Supervisors that the County Board of Supervisors adopt the 2005-06 Strategic Plan proposed by the WICC Board** prepared from Board Member interviews, Board discussion during its May 9, 2005 Strategic Planning Workshop, comments received on Draft Executive Summary and direction and prioritizations provided at the Board's June 23, 2005 Regular Meeting. (Staff)

7. **REPORT, DISCUSSION AND POSSIBLE DIRECTION TO STAFF ON COORDINATING A LOCALLY CONSOLIDATED PROPOSAL TO THE STATE WATER RESOURCES CONTROL BOARD CONSOLIDATED GRANT PROGRAM 2005-06:**

Report, discussion and possible direction to staff on **coordinating a locally consolidated proposal and list of projects for application to the State Water Resources Control Board's Consolidated Grants Program 2005-06**, which will include meeting with interested organizations and stakeholders and assisting with local and regional watershed funding meetings and assessment needs. Funding will include activities such as stewardship assistance, on the ground projects, habitat assessments, and watershed planning and monitoring efforts. The County Board of Supervisors will ultimately need to consider and approve any grant application developed and submitted on behalf of the WICC resulting from this effort (Staff)

8. **REPORT, DISCUSSION AND POSSIBLE RECOMMENDATION TO THE NAPA COUNTY BOARD OF SUPERVISORS THAT THE COUNTY BOARD OF SUPERVISORS REQUEST THAT WATERSHED COORDINATOR FUNDING BE INCLUDED IN A NEW BOND ACT FOR 2006:**

Report, discussion and possible **recommendation to the Napa County Board of Supervisors that the County Board request that Watershed Coordinator funding be included in a new bond act currently proposed for 2006**, (SB 153) the California Clean Water, Clean Air, Safe Neighborhood Parks (sponsored by Senators Chesbro, Kehoe, Kuehl, Perata, Simitian, and Torlakson). This bill is very similar to Proposition 40. If approved by voters, it would authorize \$3 billion in bonds for a variety of land conservation purposes. Currently \$32,000 of the WICC's annual staff time is funded with Watershed Coordinator Funding presently awarded through a grant from the California Dept. of Conservation. That level of current funding is expected to expire during 2007 (Staff/RCD)

9. **FUTURE AGENDA ITEMS** (Board/Staff)

10. **NEXT MEETING – Regular Board Meeting of September 22, 2005 – 4:00 PM**  
Hall of Justice Building, 2<sup>nd</sup> floor Conference Room, 1125 Third Street, Napa

11. **ADJOURNMENT** (Chairman)

**If requested, the agenda and documents in the agenda packet shall be made available in appropriate alternative formats to persons with a disability. Please contact Jeff Sharp at 707-259-5936, 1195 Third St., Suite 210, Napa CA 94559) to request alternative formats.**





**2. APPROVAL OF ACTION MINUTES**

Regular meeting of June 23, 2005 (Chairman)

Note: Due to lack of quorum, the Board's regular meeting of July 28, 2005 was adjourned by the Secretary. All items of business before the WICC Board on July 28, 2005 will be heard during this, August 25, 2005, meeting.

- Action minutes will be provided prior to the meeting time -



4. **ANNOUNCEMENTS** (Board/Staff)

- a. Possible **WICC oversight of the Napa Valley Watershed Management Study and Plan** funded by the U.S. Army Corp of Engineers (Staff)





**- EXCERPT -**

***Napa Valley Watershed Resources Analysis and Report:  
A Foundational Assessment for Resources Management and Restoration  
(Reviewed by TAC 1/30/03, Discussed by the WICC Board 2/18/03)***

**SCOPE OF WORK**

**LOCAL PARTNERSHIP**

**Background**

Napa River drains a 426-mi<sup>2</sup> watershed, with approximately 1,400 miles of streams. The watershed drains into San Pablo Bay near the mouth of the Sacramento-San Joaquin River Delta. Watershed-wide changes, in response to urban and agricultural development, have created potential conflicts between natural resource conditions and uses (e.g., sediment load, flood management, water supply, and aquatic habitat conditions). Historically, the Napa River and its tributaries were a biologically diverse and productive ecosystem. Although the abundance and distribution of several fish and wildlife species appear to be substantially diminished, the watershed continues to support a diverse and almost intact<sup>1</sup> community of sixteen native fish species including steelhead, Chinook salmon, Pacific and river lamprey, hardhead, hitch, tule perch, and Sacramento splittail (Leidy 1997). Such diversity is quite uncommon in other tributaries to the San Francisco Estuary (Leidy 2000). Other attributes including a historically large steelhead run and an existing population of endangered California freshwater shrimp. The Napa River has limited hydrologic and floodplain characteristics to support a self-sustaining run of fall-run Chinook salmon. One of the key goals of this effort is to evaluate the feasibility to restore a self-sustaining run of Chinook salmon as well as the potential for reintroduction of Coho salmon. The abundance of effective watershed planning efforts and well-established stewardship groups make Napa River a priority watershed for successful native fisheries recovery.

**Project Objectives**

The main project objectives are to support and build local partnerships for the management and restoration of fish and aquatic wildlife species in the Napa River watershed and to provide alternative management measures for multiple land use needs, such as: flood protection, habitat restoration, public assess, etc. The development of a quantitative and spatially registered watershed model of the Napa River and its tributaries will inform landowners of the link between land-and-water uses in the watershed to physical habitat conditions in stream. The model is intended to relate condition of riparian habitat areas with the predicted population responses of native fish and aquatic wildlife species.

The model development will support and be compatible with existing and on-going data collection and modeling efforts, i.e.: Napa County's Baseline Data Report (BDR). The BDR is designed to function as a dynamic master environmental assessment

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<sup>1</sup> Coho salmon is the only native fish species that has been extirpated from the basin.

that describes the current environmental characteristics of the County of Napa as a whole. The BDR will develop sophisticated surface and groundwater hydrologic modeling tools, provide a significant environmental resource information to the Napa Valley Watershed Information Center (WIC) and will provide an environmental baseline for documents developed pursuant the California Environmental Quality Act (CEQA).

The research data and modeling described in this scope of work will be synthesized with other works in a final watershed management report (report). The report will provide the compilation and analysis of reliable and verifiable scientific data for restoration projects, local policy decisions, stewardship activities and funding, land management issues, long-term monitoring and public education and involvement.

The watershed model will be developed to incorporate a digital terrain model and associated geographic information system layers (GIS), existing studies of local resource conditions and focused field data collection. An important tool to assist in development of the watershed model will be the high-resolution digital topographic mapping project and associated GIS layers. The GIS platform shall be used for illustrating the modeling parameters and for characterizing the watershed's physical process, habitat conditions, and the population dynamics of the key aquatic species. the GIS mapping is expected to document channel network, shallow and deep-seated landslide hazard areas, and non-urban road network. The digital terrain model and associated GIS layers are expected to be available early 2004.

A number of recently completed studies provide useful information regarding current physical habitat conditions in streams, fish presence and abundance, and/or potential limiting factors for salmonids and California freshwater shrimp including Napa River Basin Limiting Factors Analysis (Stillwater Sciences and UC Berkeley, 2002), Napa River Steelhead Habitat Information (Friends of Napa River, 2001), and Northern Napa River Watershed Plan (Napa Resource Conservation District, 2001). These along with other existing and new focused studies (outlined under each of the following tasks), combined with the digital terrain model and relevant GIS layers, provide the types of input variables into the watershed model to drive a quantitative analysis of cumulative effects of natural processes and human activities on the populations of three at-risk native aquatic species: steelhead trout, fall-run Chinook salmon, and California freshwater shrimp.

Once completed, the watershed model will illustrate the function of the Napa River watershed as a whole including the influences of natural processes and human activities. For example, fine sediment reduction measures, changes in the flow regime, and riparian tree height and canopy structure could be simulated. The relative costs and benefits of sediment reduction, riparian revegetation, barrier removal, and other management actions can then be evaluated to predict their level of effects on populations of native species of interest, thereby maximizing resource benefits in an integrated fashion in relation to management costs and the interconnected nature of all components of the Napa River system. The proposed model will provide a powerful and cost-

effective tool for analyzing physical and biological functions of the watersheds and predicting responses to a wide variety of potential land and water management strategies.

The watershed model shall be based on three basic themes:

- (1) Process-based assessments of physical factors limiting abundance of analysis species (steelhead trout, Chinook salmon, and California freshwater shrimp);
- (2) Mechanistic studies to develop a quantitative understanding of the resource requirements of analysis species based on life histories; and
- (3) Quantitative analysis of population dynamics.

Process-based assessments would build on current understanding of sediment dynamics, physical barriers to fish passage (including those resulting from persistent low base flows), hydrology, water quality and quantity, riparian management, and changes to channel conditions in the Napa River watershed. Mechanistic studies would focus on quantifying various limiting factors affecting populations of the analysis species. Finally, the quantitative population dynamics analysis would be used to evaluate current and historical conditions and generate recommendations for future watershed and stream-riparian management.

The proposed modeling approach may be the only way to create a spatially explicit information database with sufficient resolution to allow for rapid comprehensive watershed analysis and restoration planning. Past efforts of assessment and restoration of the Napa River watershed, while having produced a number of valuable first steps have been challenging for a number of reasons: a large area (426 mi<sup>2</sup>); a wide diversity of land and water uses; many parties currently conducting various inventory, monitoring, management, restoration, and regulatory efforts; and limited direct access (a very large portion of the watershed is in private ownership).

As a whole this project will identify the connection between policy-setting and private land management/stewardship activities to support the establishment of specific priorities for the management and enhancement of fish and aquatic wildlife habitat.<sup>2</sup> The model will be used to identify opportunities to conserve the natural heritage of the watershed and satisfy Endangered Species Act and Clean Water Act mandates. In addition, the project has generated substantial local support because it will enhance community understanding and involvement in these management issues and is expected to provide benefits to many stakeholders in the watershed. The WIC website is envisioned as the vehicle to provide information generated from this project to the public.

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<sup>2</sup> For example, barrier identification and ranking in five or more “key tributaries (see task description, for definition of “key” tributaries); temperature monitoring and modeling throughout the watershed to identify specific reaches that would benefit from additional shade; determination of natural function and loading of large wood in channels and site-specific measures to enhance future loading in five or more key tributaries, and more general priorities for the remainder of the watershed based on watershed and stream stratification and extrapolation from surveyed streams; sediment budget and landslide hazard and road mapping, and the development of specific erosion control and prevention management actions prioritized by landscape feature, land area type, and land use activity (e.g., road crossings with high potential to divert into areas with high potential for shallow landsliding in soft terrain types (those with high percentage of fine grain sizes) are identified and given highest priority for reconstruction to remedy diversion potential), etcetera.



5. **UPDATES/REPORTS:**

- a. Update and report from the WICC Board's ad-hoc subcommittee meeting of July 12, 2005 on their preliminary **development of a countywide watershed monitoring strategy** (Staff)



WICC Ad-hoc Committee Meeting Summary, July 12, 2005  
(Revised 7/26/05)

Members present: Phill Blake, NRCS; Jeff Reichel, Land Trust of Napa County; Richard Camera, Hess Collection ; Don Gasser; Kate Dargan, Napa Co. Fire Marshall;  
Staff present: Patrick Lowe

Rainer introduced himself and provided some context for the monitoring strategy discussion, which Patrick Lowe confirmed. A poster-sized graphic distributed via e-mail served to outline a timeline of monitoring program development, as well as the essential program elements, tasks, and roles that various people generally play during the planning and implementation phases of any kind of monitoring program.

Rainer mentioned the June Briefing Paper that was handed out at the full WICC Board Meeting last month as additional background. Don mentioned a potentially misleading statement of ecosystems being inherently unpredictable, and Rainer agreed to elaborate and modify the language to reflect that with sufficient data model predictions can indeed be made about how a watershed may work. Rainer presented a few slides as a starting point for discussing next steps in the development of the Monitoring Strategy for Napa County. He mentioned that the purpose of the meeting was primarily to insure that he and Jennifer Hayworth, who is assisting him with the Strategy development, are on the right track. Additional goals for the meeting were:

- Develop Understanding of Monitoring Program Rationale and Development Process
- Agree on Watershed Management Goals and Objectives
- Assign Specific Review and Participation Tasks to WICC Technical Review Committee

Ten Monitoring Strategy Elements:

- Management Goals and Objectives
- Assessment Questions
- Monitoring Design (sampling sites and locations, sampling frequency)
- Indicator Selection (capable of describing condition, tracking trends, and evaluating effectiveness of land/water management)
- Quality Assurance
- Data Management
- Data Analysis and Assessment
- Reporting and Communication
- Programmatic Evaluation
- General Support and Infrastructure

Proposed Goals:

- Protect and enhance watershed lands and natural processes
- Achieve improved watershed health
- Protect and restore water quality and beneficial uses

Participants commented on the goals and generally found them reasonable, but recommended that a fourth goal be added that reflected the need to learn from new

information. *Suggested new goal: Continuously apply new information and lessons learned from actions to adjust future steps.*

Proposed Objectives:

- Characterize watershed conditions and trends in appropriate indicators of “healthy” watershed processes and valued ecosystem components
- Remove all water bodies throughout the county currently listed as impaired from the 303(d) list
- Prevent future impairment in currently unimpaired waterbodies throughout the county
- Prioritize beneficial use protection and restoration activities
- Insure monitoring information is used in decision-making

The group felt that the first objective was awkwardly worded and suggested a wording change. *Reworded Objective #1: Characterize watershed conditions and trends using appropriate indicators...*

Other comments included that some issues may be intractable (e.g., mercury contamination in the Putah Creek watershed and Lake Berryessa), and that prioritization criteria should be developed to address impairment problems. Since many waterbodies will take many years or decades to be removed from the 303(d) list, the second and third objectives should be changed to be more realistic. *Reworded Objectives:*

- 2) *Improve the condition of the county’s waterbodies with beneficial use impairment problems*
- 3) *Prevent degradation of intact waterbodies throughout the county.*

In some areas, landowners may already be up to speed and ready to participate, and those areas should receive priority consideration. Focus on the information needs of individual landowners and start small, and then cover bigger-picture items. A key point raised about prioritization was to insure that intact and unimpaired beneficial uses be maintained and preserved.

The ad-hoc committee realized that it is easy to agree on fairly general objectives in the conceptual stage, but that we have to move from the conceptual and make the Strategy practical. This could be best done by developing a list of preliminary watershed indicators. Objectives may also vary or be expressed differently at different scales – from individual landowners to the landscape scale.

Don raised the question whether the objectives include the terrestrial aspects, and not just water bodies. Everyone agreed that what happens in streams, wetlands, lakes, tidal marshes, etc., is a function of what happens on the land, and therefore the terrestrial aspects will be built into Strategy.

The committee agreed that the Strategy development is on the right track, since all other elements build on the watershed management goals and objectives, and the resulting assessment questions that form the foundation of the monitoring design. The group would like to track progress and agreed that the WICC TAC would be the appropriate body to review the more detailed aspects as the WICC progresses toward implementation of a monitoring strategy.



**UPDATES/REPORTS (cont.):**

- b. Update on the August 23, 2005 Board of Supervisor's meeting and their consideration and **possible direction to the WICC Board to review draft materials associated with the Napa River TMDL** process underway by the California Regional Water Quality Control Board (RWQCB) (Staff)





Agenda Date: 8/23/2005  
Agenda Placement:

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Hillary Gitelman - Director  
Conservation, Development & Planning  
**REPORT BY:** Hillary Gitelman, Director, 253-4805  
**SUBJECT:** Direction to Watershed Information Center & Conservancy (WICC) Board to review and apprise the Board on the Napa River TMDL process.

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### **RECOMMENDATION**

Director of Conservation, Development and Planning requests the Board of Supervisors provide direction to the Watershed Information Center & Conservancy (WICC) Board to review draft materials associated with the Regional Water Quality Control Board's (RWQCB) proposed Total Maximum Daily Load (TMDL) allocations for the Napa River basin and apprise the Board of Supervisors of opportunities in the TMDL process for local input and participation.

### **EXECUTIVE SUMMARY**

The RWQCB is in the process of developing TMDLs for the Napa River and its tributaries, and is currently circulating preliminary technical reports for public review and comment. The reports assess and allocate both sediment and pathogen loading (i.e., pollution) within the basin. The RWQCB is actively seeking input from the local community and interested stakeholders such as Napa County.

The RWQCB's technical reports provide an initial opportunity for the public, interested parties and independent peer review of on the scientific bases and scopes of the TMDLs and the action plans intended to address impairment and ultimately improve the beneficial uses (i.e., namely safe water contact and fish habitat) of the Napa River basin. The numeric targets, source analysis, linkages, implementation plans and monitoring outlined in the reports will be revised as appropriate based upon comments received. No regulatory action by the RWQCB is being considered at this time. However, the State Board will ultimately consider adoption of a Basin Plan amendment that may in turn require adoption of local regulations and/or prioritization of expenditures by the County to meet State mandates.

Whereas the Board of Supervisors created the Watershed Information Center & Conservancy (WICC) Board as a long-term watershed resource management program to provide public outreach, education and coordination in support of watershed restoration and resource protection and monitoring activities, the Board of Supervisors may wish to direct the WICC Board to review draft materials associated with the RWQCB's proposed TMDL allocations

and apprise the Board of Supervisors of key opportunities in the TMDL process for local input and participation. Such materials may include, but would not be limited to, background documents and studies utilized by RWQCB staff to develop preliminary technical reports to support proposed TMDL allocations and, as time permits, draft comment letters prepared by County staff for consideration by the Board of Supervisors.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

On May 21, 2002, under Resolution No. 02-103, the Board of Supervisors created the Watershed Information Center & Conservancy (WICC) of Napa County and a WICC Board of Directors charged with directing a long-term watershed resource management program intended to provide public outreach, education and coordination in support of watershed restoration and resource protection activities, including the coordination of land acquisition, restoration projects, watershed monitoring and inventory, water quality and habitat assessment, and data management. The WICC Board of Directors consists of fourteen members and two alternate members and represents a broad range of stakeholder interests.

The mission of the WICC is to educate and support community efforts to maintain and improve the health of Napa County's watershed lands. An identified goal in the WICC's Strategic Plan is to improve watershed health throughout Napa County by supporting community efforts to protect and enhance watershed lands and natural processes with an emphasis on riparian corridors and native species and their habitats. This involves the identification and coordination of watershed studies and monitoring aimed to improve the community's understanding and management of its watersheds and ultimately lead to the removal of the Napa River and its tributaries from California's Section 303(d) list of impaired water bodies. One strategy identified and currently underway by the WICC Board, is the development of a countywide watershed monitoring strategy and the implementation of improved management practices based upon monitoring results, feedback and adaptive management principles.

Section 303(d) of the 1972 federal Clean Water Act requires that states develop a list [known as the 303(d) list] of water bodies that do not meet water quality standards, establish priority rankings for waters on the list, and develop action plans, called Total Maximum Daily Loads (TMDLs), to improve water quality. The State's Water Resources Board and regional boards such as the San Francisco Bay Regional Water Quality Control Board (RWQCB) are the agencies taking the lead in these endeavors.

The Napa River is on California's 303(d) list of impaired water bodies for excess nutrients, pathogens, and sedimentation/siltation. As a result, the RWQCB is charged with developing TMDLs for each of these pollutants. Presently, the RWQCB is circulating two preliminary TMDL Technical Reports which summarize the sediment and pathogen impairments, analyze potential sources, suggest numeric targets and allocations for each source category, and propose recommended implementation plans.

On July 19, 2005, staff of the RWQCB presented the sediment and pathogen Technical Reports to the Board of Supervisors and indicated their desire for community and stakeholder review and comment. The RWQCB staff expects that subsequent drafts of the preliminary reports will be enhanced as a result of public input and independent scientific peer review. County staff is currently preparing a County comment letter for review by the Board on September 13, 2005. The end of the comment period is September 15, 2005.

The Director of Conservation, Development, and Planning seeks the Board's direction regarding referral of TMDL-related matters to the WICC for input. The Board may choose to direct the WICC Board to review draft materials associated with the RWQCB's proposed TMDL allocations and apprise the Board of Supervisors of key opportunities in the TMDL process for local input and participation. Such materials may include, but would not be limited to, background documents and studies utilized by RWQCB staff to develop preliminary technical reports to support proposed TMDL allocations and, as time permits, draft comment letters prepared by County staff for consideration by the Board of Supervisors.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation:

Reviewed By:



6. **PRESENTATION, DISCUSSION AND POSSIBLE RECOMMENDATION TO THE NAPA COUNTY BOARD OF SUPERVISORS THAT THE COUNTY BOARD OF SUPERVISORS ADOPT THE 2005-06 STRATEGIC PLAN PROPOSED BY THE WICC BOARD:**

Presentation, discussion and possible **recommendation to the Napa County Board of Supervisors that the County Board of Supervisors adopt the 2005-06 Strategic Plan proposed by the WICC Board** prepared from Board Member interviews, Board discussion during its May 9, 2005 Strategic Planning Workshop, comments received on Draft Executive Summary and direction and prioritizations provided at the Board's June 23, 2005 Regular Meeting. (Staff)







WATERSHED INFORMATION CENTER AND CONSERVANCY  
OF NAPA COUNTY

**FINAL 2005-06  
STRATEGIC PLAN**

AUGUST 2005



## Acknowledgments

### **Napa County Conservation, Development, and Planning Department**

1195 Third Street, Suite 210  
Napa, CA 94559  
(707) 253-4416  
<http://www.co.napa.ca.us/>

- Hillary Gitelman – Director
- R. Patrick Lowe Jr. – Deputy Planning Director
- Jeff Sharp – Planner III
- Laura Anderson – County Counsel

### **Napa County Board of Supervisors**

- Brad Wagenknecht – District 1
- Mark Luce – District 2
- Diane Dillon – District 3
- Bill Dodd – District 4
- Harold Moskowitz – District 5

### **Watershed Information Center and Conservancy of Napa County Board**

- Mark Luce
- Diane Dillon
- Jeff Reichel
- Phillip Blake
- David Graves
- Donald Gasser
- Kate Dargan
- Jeffrey Redding
- Tom Shelton
- Charles Slutzkin
- Carol Kunze
- Richard Camera

### **Project Consultant**

PMC Conservation and Resource Planning Group 1440 Broadway, 10<sup>th</sup> Floor  
Oakland, CA 94611  
(510) 272-4491  
[www.pacificmunicipal.com](http://www.pacificmunicipal.com)

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**Action EDU2:** Provide information to the community on regional issues such as TMDL’s and the directive of the Regional Water Quality Control Board to promote water quality objectives outlined in the Clean Water Act in the waters of Napa County. .... page 13

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## Watershed Information Center and Conservancy (WICC) of Napa County

### Final 2005-06 Strategic Plan

August 2005

#### Mission Statement

*The Watershed Information Center and Conservancy (WICC) of Napa County educates and supports the community in its efforts to maintain and improve the health of Napa County's watershed lands.*

#### Vision 2025

*"Napa County's watersheds will maintain a balance of natural processes to support healthy native fisheries, an abundance of native plants and wildlife, and water quality that meets state standards. The Napa River and its tributaries, no longer listed as impaired, will be a nation-wide example of what a community, working together, can do to improve the health of its watersheds.*

*The Watershed Information Center and Conservancy of Napa County will be a guiding force in creating a shared, community-wide understanding of Napa County's watershed lands. Having educated a generation of community members about the county's watersheds, all of Napa County's residents will be conscious of the critical balance between agriculture and development, and ecological and natural processes that must be maintained in order to assure continued watershed health.*

*A network of active creek and land stewardship groups and watershed organizations will carry out watershed monitoring, enhancement projects and management activities. The majority of the County's watershed lands will be certified as "Watershed-Friendly" and those landowners will be among the most conscious of watershed stewards, consistently monitoring and managing their lands for watershed health.*

*The state-of-the-art WICC WebCenter will be accessible, understandable and user friendly, allowing everyone from school children to scientists access to the most current, valid and vivid information about Napa County's watersheds. This accurate and straightforward information will allow users to weigh scientific facts and recognize community values to make well-informed management decisions."*

#### Guiding Principles

- The WICC is part of the solution to watershed issues and concerns.
- The WICC is politically neutral.
- The WICC collects and disseminates the best possible information to aid decision-making.
- The WICC provides tools, information and education so that all members of the community can discover and understand their watershed.
- Collaboration is the most effective way to accomplish the mission of the WICC and all organizations and individuals working in Napa County's watersheds are encouraged to participate in the WICC.
- The WICC supports and promotes the activities of other watershed restoration organizations and facilitates cooperation among them.
- Participation in the WICC and provision of information to the WICC WebCenter is done voluntarily by agencies, organizations, and individuals.
- The WICC seeks and accepts funding from foundations, private individuals, organizations, and local, state and federal government to address its financial needs and to further its mission and goals.

**Watershed Conservation & Management (WCM)**

**Goal**

**Improve watershed health throughout Napa County by supporting community efforts to protect and enhance watershed lands and natural processes with an emphasis on riparian corridors and native species and their habitats.**

**Strategies**

- Identify and conduct and coordinate watershed studies and monitoring that will improve the community’s understanding and management of its watersheds.
- Identify key watershed areas for restoration, enhancement, and/or permanent protection.
- Work with and support organizations, and agencies to permanently protect key watershed lands.

**Potential Measures of Success (\*)**

- Removal of the Napa River and its tributaries from California’s Section 303(d) list of water quality limited water bodies established under the Clean Water Act.
- Implementation of monitoring as identified in the countywide Watershed Monitoring Strategy.
- Implementation of improved management practices based upon monitoring results, feedback and adaptive management principles.
- Development of a specified number of creek/drainage management plans.
- Miles of creek restored.
- Number of acres maintaining a ‘natural fire cycle’ status.
- Recovery of viable native fish populations.
- Identification of lands actively improving native species growth.

(\*) Measures of Success will be quantified as detailed plans for each action are developed.

**Strategic Plan Actions**

Priority One Actions	Priority Two Actions	Priority Three Actions	As-Needed Actions
<p><b>Action WCM1:</b> Assist with the development and implementation of a streamlined permitting process. (Est. \$10-50 K)</p>	<p><b>Action WCM2 (Recurring):</b> Provide monthly updates on the WICC WebCenter about the status of the Watershed Monitoring Strategy and the Watershed Management Strategy. (Est. &lt; \$10K)</p>	<p><b>Action WCM4:</b> Initiate a program supported by the WICC that identifies and publicizes “Healthy Watershed Demonstration Sites” for residential, agricultural, and business properties. (Est. \$10-50 K)</p>	<p><b>Action WCM5:</b> Support efforts to form a Napa County Parks and Open Space entity. (Est. &lt; \$10K)</p>
	<p><b>Action WCM3:</b> Complete the Countywide Watershed Management Strategy. Prioritize and incorporate the recommended actions into the Strategic Plan. (Est. \$10-50 K)</p>		<p><b>Action WCM6:</b> Support the Land Trust of Napa County and other potential conservation easement holders with easement acquisition efforts. (Est. &lt; \$10K)</p>

**Watershed Information Center and Conservancy Website (WICC WebCenter) (WEB)**

**Goal**

Maintain an understandable, interesting, and user friendly website that provides high-quality environmental data and information allowing the community to better understand and manage the County’s watersheds.

**Strategies**

- Increase community awareness of the information available from the WICC WebCenter.
- Ensure that the data and information on the WICC WebCenter is accurate and current so that it is most effective in meeting community needs.

**Potential Measures of Success (\*)**

- Number of webpage hits & quantity of information exchanged.
- Number of repeat visitors.
- Number of organizations linked to the WICC WebCenter.
- Number of individual members of the WICC WebCenter.

(\*) Measures of Success will be quantified as detailed plans for each action are developed.

**Strategic Plan Actions**

Priority One Actions	Priority Two Actions	Priority Three Actions	As-Needed Actions
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**Action WEB1:** Update the WICC WebCenter to be more user-friendly and attractive. (Est. \$10-50 K)

**Action WEB2 (Recurring):** On a monthly basis add any new data to the WICC WebCenter that has been developed and maintain the website as necessary. (Est. < \$10K)

**Action WEB5 (Recurring):** Annually survey a cross section WICC WebCenter users including watershed organizations, educators, urban and rural residents and members of the agricultural community to identify what works well and what needs improving. Conduct this survey prior to implementing the annual Strategic Plan update and incorporate agreed-upon changes into the revised Strategic Plan (and ultimately the WebCenter). (Est. < \$10K)

**Action WEB7:** As new organizations register on the WICC WebCenter, gather the following information to be incorporated into the WebCenter: a) Links from the WICC WebCenter to the organization’s website. This allows WebCenter visitors to become familiar with the wide range of watershed organizations and activities in Napa County; b) Roles and services that the organization provides; c) Watershed projects (monitoring, restoration, and enhancement), studies and educational efforts being conducted by the organization; and d) If available, provide an additional link from the WICC WebCenter’s volunteer activities section to each organization’s volunteer opportunities section. (Est. < \$10K)

**Action WEB3 (Recurring):** Update the website annually to reflect the comments received from the public and the TAC. (Est. < \$10K)

**Action WEB6 (Recurring):** Request an annual review of the WICC WebCenter by the Technical Advisory Committee (TAC) to identify what works well and what needs improving from a technical and scientific user perspective. Conduct this survey prior to implementing the annual Strategic Plan update and incorporate agreed-upon changes into the revised Strategic Plan, as well as the WebCenter. (Est. < \$10K)

**Action WEB4:** Solicit sponsors for the WICC WebCenter. (Est. < \$10K)

**Communication, Coordination & Partnerships (CCP)**

**Goal**

**Forge strong partnerships that foster cooperation, coordination and consistency among all those working to improve the health of Napa County's watersheds.**

**Strategies**

- Coordinate and facilitate watershed planning, research, and monitoring efforts among Napa County organizations, agencies, landowners, and citizens to limit gaps and overlaps between watershed-related entities.
- Support organizations with a watershed restoration focus.
- Serve as a clearinghouse and coordinator for watershed activities

**Potential Measures of Success (\*)**

- Number of watershed-related projects that involve partnerships.
- Number of watershed organizations linked to WICC WebCenter.
- Number of organizations participating in "Watershed Networking Partnership."
- Number of new grants funded as a result of increased coordination and leveraging among watershed organizations.
- Number of organizations that participate in grant-writing seminars supported by the WICC.

(\*) Measures of Success will be quantified as detailed plans for each action are developed.

**Strategic Plan Actions**

Priority One Actions	Priority Two Actions	Priority Three Actions	As-Needed Actions
<p><b>Action CCP1 (Recurring):</b> Provide training in the use of the WICC WebCenter to local watershed groups. Seek feedback from these organizations regarding ways to improve the website to meet the changing needs of the community. (Est. \$10-50 K)</p>	<p><b>Action CCP2 (Recurring):</b> Annually survey each watershed-related organization to identify the following: a) Watershed projects (monitoring, restoration, and enhancement), studies and educational efforts being conducted within Napa County. Post this information on the WICC WebCenter to allow organizations to coordinate and collaborate more effectively on a wide range of watershed projects and activities. Maintain and annually update this information. b) Overlaps and gaps in the projects, activities, and services provided by these organizations and ways in which the WICC could remedy these gaps and overlaps. Consider including the areas of greatest need as priority actions in the 2006-07 Strategic Plan. (Est. \$10-50 K)</p>	<p><b>Action CCP4:</b> Establish a "Watersheds Networking Partnership" for Napa County where interested community members, watershed groups, and land managers could come together on a regular basis to discuss projects and programs throughout the County's watersheds. This network would provide an opportunity for these groups to meet and discuss potential opportunities for collaboration. It also provides a home for ongoing community discussions about the pros and cons of various approaches to watershed management. (Est. \$10-50 K)</p>	<p><b>Action CCP7:</b> Provide letters of support to watershed organizations seeking grant funding. Letters of support from the WICC indicate broad community support for watershed proposals and will increase the likelihood of project funding. (Est. &lt; \$10K)</p>
	<p><b>Action CCP3:</b> Develop and post on the WICC WebCenter a directory of watershed organizations and partnerships. (Est. &lt; \$10K)</p>	<p><b>Action CCP5:</b> Hold a grant-writing seminar for watershed organizations. (Est. &lt; \$10K)</p>	
		<p><b>Action CCP6:</b> Create a section of the WICC WebCenter dedicated to assisting local watershed groups with increasing organizational effectiveness and capacity. (Est. &lt; \$10K)</p>	



**Education (EDU)**

**Goal**

**The Community - those who live, work, and visit the County's watersheds – understands the importance of watershed stewardship and watershed health and is actively involved in improving the health of the County's watersheds.**

**Strategies**

- Provide targeted watershed conservation and stewardship-related education and information to various subsets of the community including the agricultural community, educators, urban and rural residents, and sub-watershed organizations of Napa County.
- Support appropriate public access to Napa County's watershed lands where appropriate and build appreciation and understanding of the watershed and its resources.

**Potential Measures of Success (\*)**

- Numbers of presentations to community groups.
- Number of watershed events listed on the monthly calendar.
- Number of Napa County students and classroom groups that participate in watershed-related education programs.
- Establishment of Watershed Demonstration Sites for agricultural, residential and commercial properties.
- Number of homeowners, farmers, vintners, grape growers, and business owners participating in various known watershed stewardship and conservation programs.
- Number of respondents to annual surveys.
- Participation of applicants in Watershed Awareness Month.
- Number of brochures distributed in each target audience category.
- Number of additional sub-watershed stewardship groups established in Napa County.
- Number of individuals participating in watershed hikes and events.

(\*) Measures of Success will be quantified as detailed plans for each action are developed.

**Strategic Plan Actions**

Priority One Actions	Priority Two Actions	Priority Three Actions	As-Needed Actions
<p><b>Action EDU1 (Recurring):</b> Update the watershed events calendar on a monthly basis. Include all watershed related events including seminars; monitoring and volunteer days; opportunities for residents to attend guided tours of watershed lands and demonstration projects; and watershed festivals and related public events. (Est. &lt; \$10K)</p>	<p><b>Action EDU4:</b> Implement the targeted education and outreach strategy for educators and students identified in Chapter 7. (Est. \$10-50 K)</p>	<p><b>Action EDU6:</b> Implement a targeted education and outreach strategy for agriculturalists. (Est. \$10-50 K)</p>	
<p><b>Action EDU2:</b> Provide information to the community on regional issues such as TMDL's and the directive of the Regional Water Quality Control Board to promote water quality objectives outlined in the Clean Water Act in the waters of Napa County. (Est. &lt; \$10K)</p>	<p><b>Action EDU5:</b> Work with the RCD to identify creeks/drainages in Napa County without a watershed stewardship groups. Create a mailing list of landowners within these sub-watershed drainages and provide support to the RCD to establish watershed stewardship groups and programs within these watersheds. (Est. &lt; \$10K)</p>	<p><b>Action EDU7:</b> Work with watershed organizations and agencies that are currently providing educational programming and curricula to schools to identify opportunities to expand existing programs and build connections with the Watershed Stewards and Watershed Demonstration Site programs. (Est. &lt; \$10K)</p>	
<p><b>Action EDU3:</b> Implement a targeted education and outreach strategy for urban and rural residents. (Est. \$10-50 K)</p>		<p><b>Action EDU8:</b> Establish a permanent physical location for the WICC. (Est. &gt; \$50K)</p>	

**Strategic Plan Actions (continued)**

Priority One Actions	Priority Two Actions	Priority Three Actions	As-Needed Actions
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**Action EDU9:** Establish a "Watershed Stewards Program" based upon watershed-related best management practices that participants would implement based upon property type and use. (Est. \$10-50 K)

**Action EDU10:** Implement a targeted education and outreach strategy for watershed groups. (Est. \$10-50 K)

**Organizational Structure and Funding (OSF)**

**Goal**

**Obtain adequate resources and establish the appropriate organizational structure to ensure the WICC’s long-term success.**

**Strategies**

- Secure reliable long-term (i.e., permanent) funding to fulfill the mission and goals of the WICC.
- Develop adequate staff, Board, volunteers, and a Technical Advisory Committee to guide, support and conduct WICC activities.
- Establish an organizational structure that suits the mission and goals of the WICC.

**Potential Measures of Success (\*)**

- Dollars acquired in grant funding
- Sustained County funding
- Number of staff
- Permanent location for WICC
- Dollars acquired from all forms of fundraising

(\*) Measures of Success will be quantified as detailed plans for each action are developed.

**Strategic Plan Actions**

Priority One Actions	Priority Two Actions	Priority Three Actions	As-Needed Actions
<p><b>Action OSF1:</b> Identify potential grant opportunities and sources of funding for the Priority 1 actions in the 2005-06 WICC Strategic Plan. (Est. \$10-50 K)</p>	<p><b>Action OSF5:</b> Identify funding sources for staff and project-related funding including maintenance of the WICC WebCenter and funding for a physical WICC office. (Est. &lt; \$10K)</p>	<p><b>Action OSF9:</b> At each WICC Board Meeting dedicate a portion of the meeting to educating the board on watershed-related issues and potential WICC roles in addressing these issues and management opportunities. 2005-06 topics should include conservation easements (types , purpose, benefits, monitoring, funding, etc.); watershed monitoring (purpose, frequency, use of results); etc. (Est. &lt; \$10K)</p>	<p><b>Action OSF13:</b> Convene ad-hoc committees as needed to address special watershed management issues. (Est. &lt; \$10K)</p>
<p><b>Action OSF2:</b> Increase the size of the WICC Board by three members to include a member representative from each incorporated area within Napa County. As part of this process, review and refine, as needed, the definitions of at-large members. (Est. &lt; \$10K)</p>	<p><b>Action OSF6 (Recurring):</b> Annually update the WICC Strategic Plan. Revisit actions from the prior years plan, identify new actions as needed and reprioritize all actions. Assign timeframes and responsibilities to each action. Identify potential sources of funding for each Priority 1 item. (Est. \$10-50 K)</p>	<p><b>Action OSF10:</b> Following the WICC Board education session relating to easements (Action OSF8), hold a second WICC Board session to evaluate the pros and cons of the WICC holding conservation easements. (Est. &lt; \$10K)</p>	

**OSF Strategic Plan Actions (continued)**

Priority One Actions	Priority Two Actions	Priority Three Actions	As-Needed Actions
<p><b>Action OSF3 (Recurring):</b> Provide bi-annual updates to the Napa County Board of Supervisors about the current activities and successes of the WICC. Updates should stress the benefits and values of the WICC to the community. (Est. &lt; \$10K)</p>	<p><b>Action OSF7:</b> Identify and initiate the actions needed for the WICC to become a JPA with a nonprofit arm in the next three years. This is the preferred organizational option for the WICC. All of the cities and the county would be members of the WICC JPA and contribute funds towards the JPA operating budget. The WICC JPA would meet regularly, and set priorities. The nonprofit arm would be responsible for additional fundraising and project support. The current structure as an advisory board to the County Board of Supervisors, funded with county funds and grants, would remain in place until this structure is implemented. (Est. \$10-50 K)</p>	<p><b>Action OSF11:</b> Should the WICC Board decide that it does not want to hold easements of any type, consider changing the name of the organization to the WIC (Watershed Information Center) thereby deleting the Conservancy portion of the title that relates to land conservation. (Est. &lt; \$10K)</p>	
<p><b>Action OSF4 (Recurring):</b> Meet monthly through the 2005-06 year. (Est. &lt; \$10K)</p>	<p><b>OSF8:</b> Concurrently with Action OSF7, explore additional funding sources including donations and sponsorships, membership dues, fee for service opportunities, fundraising, dedicated funding and open space district funding, once the district is formed. (Est. &lt; \$10K)</p>	<p><b>Action OSF12:</b> Develop a strategy to recruit and train WICC volunteers. (Est. \$10-50 K)</p>	

## Priority One Action Implementation Strategy

*Actions in each category are listed in priority order as identified by the WICC Board on 6/23/05*

### Action OSF1: Identify potential grant opportunities and sources of funding for the Priority 1 actions in the 2005-06 WICC Strategic Plan.

#### Implementation Steps

Year (July 1 to June 30) Quarter	2005-06				2006-07				2007-08			
	1	2	3	4	1	2	3	4	1	2	3	4
• Prepare a budget that outlines operational and project funding needs for the next five years. This budget should outline current and expected sources of funding and current and expected expenses. For year one prepare a detailed budget showing anticipated expenses and income sources.												
• Identify key Strategic Plan actions or components of Priority One actions that could be funded by the WICC’s past and current funders. Past and current funders and the types of activities they fund are: a) Napa County Board of Supervisors – Watershed Monitoring Strategy, Watershed management Strategy, Strategic Planning, IT support to WebCenter. b) California Department of Conservation – half-time watershed coordinator and approximately one full time employee. c) Army Corps of Engineers – Website design and development												
• Approach current funders about additional funding possibilities. Coordinate Board of Supervisors funding requests with Action OSF3.												
• Identify key Strategic Plan actions or components of Priority One actions that could be funded by new funders. (See Table 1 and Funding Profiles).												
• Based upon the requirements of the funders, prepare grant proposals for funding												
• Hire a consultant or part-time employee with grant-writing experience to assist with preparation of grants.												
• Identify Board members who may be able to speak to individuals about funding a specific project of the WICC												
• Identify Board members who may be able to speak with potential foundation funders about the WICC, its proposed projects and funding needs.												

#### Measures of Success

- Funding for one Priority One Action by November 2005
- Funding for a second Priority One Action by March 2006



**Action EDU1 (Recurring): Update the watershed events calendar on a monthly basis. Include all watershed related events including seminars; monitoring and volunteer days; opportunities for residents to attend guided tours of watershed lands and demonstration projects; and watershed festivals and related public events.**

Implementation Steps																
	Year (July 1 to June 30)				2005-06				2006-07				2007-08			
	Quarter	1	2	3	4	1	2	3	4	1	2	3	4			
<ul style="list-style-type: none"> <li>As part of initial contact with organizations that register with the WICC, inform them of the monthly calendar and ask them for any information that is recurring that should appear on the calendar. Also inform them that they will receive a monthly email asking for updates to the calendar.</li> </ul>																
<ul style="list-style-type: none"> <li>On a monthly basis, send an email to all WICC members asking if there are any new events that should be added to the Watershed Events Calendar.</li> </ul>																
<ul style="list-style-type: none"> <li>Update and post calendar.</li> </ul>																
Measures of Success																
<ul style="list-style-type: none"> <li>An increase in the number of watershed related events on the WebCenter.</li> </ul>																
<ul style="list-style-type: none"> <li>An increase in attendance at recurring watershed related events. Need to define event and baseline attendance.</li> </ul>																

**Action WCM1: Assist with the development and implementation of a streamlined permitting process.**

Implementation Steps																
	Year (July 1 to June 30)				2005-06				2006-07				2007-08			
	Quarter	1	2	3	4	1	2	3	4	1	2	3	4			
<ul style="list-style-type: none"> <li>Conduct background research on permit coordinating/streamlining and scope possible development process</li> </ul>																
<ul style="list-style-type: none"> <li>Approach permitting agencies with proposed development process to assess interest/willingness to participate in implementation</li> </ul>																
<ul style="list-style-type: none"> <li>Conduct meetings with permitting agencies to resolve concerns and identify opportunities</li> </ul>																
<ul style="list-style-type: none"> <li>Coordinate permitting agency agreements and ratification of streamline permitting process/program</li> </ul>																
<ul style="list-style-type: none"> <li>Implement streamline permitting process/program</li> </ul>																
Measures of Success																
<ul style="list-style-type: none"> <li>Development of a streamlined permitting process for Napa County</li> </ul>																
<ul style="list-style-type: none"> <li>Ratified/Approved streamlined process by permitting agencies</li> </ul>																
<ul style="list-style-type: none"> <li>Implementation of a streamlined permitting process for Napa County</li> </ul>																

**Action WEB1: Update the WICC WebCenter to be more user-friendly and attractive.**

**Implementation Steps**

	Year (July 1 to June 30)				2005-06				2006-07				2007-08			
	Quarter	1	2	3	4	1	2	3	4	1	2	3	4			
<ul style="list-style-type: none"> <li>Assemble the comments received from the Board and the watershed organizations interviewed regarding the content and the user-friendliness of the WebCenter.</li> </ul>																
<ul style="list-style-type: none"> <li>Hold five focus groups to gather feed back from average citizens on the WebCenter and its ease of use, navigability, etc. Focus groups should include scientists; educators and students – elementary, junior and senior high school and university level; members of the agricultural community; urban and rural residents; local elected officials; and city/agency staff members. Both users and non-users of the WebCenter should be represented. Use the comments compiled in Step 1 as a guide for developing questions for the focus groups. The focus groups should include a demonstration of the website and all that it offers.</li> </ul>																
<ul style="list-style-type: none"> <li>Based upon the feedback received make changes to the WebCenter to improve understandability and ease of use.</li> </ul>																
<ul style="list-style-type: none"> <li>If budget and time allow, conduct a second set of focus groups to review the revamped WebCenter with the participants, prior to its re-launch.</li> </ul>																

**Measures of Success**

- Increased WebCenter hits. Need baseline before and after redesign.
- Increased requests for information. Need baseline.
- Feedback from watershed organizations, educators, elected officials, etc. indicating increased satisfaction with WebCenter.

**Action CCP1 (Recurring): Provide training in the use of the WICC WebCenter to local watershed groups. Seek feedback from these organizations regarding ways to improve the website to meet the changing needs of the community.**

**Implementation Steps**

	Year (July 1 to June 30)				2005-06				2006-07				2007-08			
	Quarter	1	2	3	4	1	2	3	4	1	2	3	4			
<ul style="list-style-type: none"> <li>Identify the methods of training that are most feasible and cost effective for the WICC and its members. This is likely to be online training that can occur based upon the schedule of the user and group training where a WICC staff member can hold a workshop.</li> </ul>																
<ul style="list-style-type: none"> <li>Design and place a training module on the website that is interactive and allows users to receive the level of training commensurate with their registration level and understanding.</li> </ul>																
<ul style="list-style-type: none"> <li>Use the same module, mounted on a laptop to conduct group training sessions twice yearly. These sessions should be held concurrently with other watershed events or training.</li> </ul>																

**Measures of Success**

- Completion of two group training sessions by June 2006
- Number of web-based self-training sessions completed. Need to include a counter for this on website.



**Action EDU2: Provide information to the community on regional issues such as TMDL's and the directive of the Regional Water Quality Control Board to promote water quality objectives outlined in the Clean Water Act in the waters of Napa County.**

**Implementation Steps**

	Year (July 1 to June 30)				2005-06				2006-07				2007-08			
	Quarter	1	2	3	4	1	2	3	4	1	2	3	4			
• Identify key regional issues and the information needed to convey the importance of these issues succinctly and clearly to the community.																
• Identify the audiences and the key messages for each audience.																
• Identify the venue(s) for information distribution – opinion editorials, WebCenter, mailings, newspaper advertisements, radio, television, bill inserts, public forums.																
• Seek funding from public agencies with an interest in the specific regional issues to be addressed.																
• Design the vehicle(s) for outreach and implement.																
• Where possible, coordinate with Action EDU3.																
• Solicit feedback from the community on the effectiveness of this campaign.																

**Measures of Success**

- Measurable improvement in water quality in Napa River and selected tributaries. Need baseline.

**Action EDU3: Implement a targeted education and outreach strategy for urban and rural residents.**

**Implementation Steps**

	Year (July 1 to June 30)				2005-06				2006-07				2007-08			
	Quarter	1	2	3	4	1	2	3	4	1	2	3	4			
• Refine key messages for Urban Residents. See Appendix B.																
• Survey a sample population to compile baseline information on awareness of what a watershed is, what watershed they reside in, how actions on the part of an individual citizen, family, and/or homeowner can impact the health of a watershed, and their interest in learning more about sustainable environmental practices that would benefit the watershed.																
• Determine how urban residents of the watershed receive local news and information.																
• Work with key watershed groups to develop and disseminate simple, programmatic-related messages for the public that will make people feel good about being “part of the solution” by engaging in “best housekeeping practices” that benefit the watershed. These messages could include information related to using drought tolerant landscaping, easy ways to reduce water consumption, alternatives to pesticide use in residential landscapes, storm water management, etc.																
• Determine and develop the appropriate suite of vehicles for dispensing information to urban residents. Potential vehicles include television, newspaper, radio, newsletters, e-newsletters, brochures, public presentations, banners and billboards, and public sector-related mediums such as utility and refuse bills.																
• Coordinate efforts between watershed organizations and the business community related to providing incentives to encourage citizens to reduce their impact on the watershed. Discounts for such items as drought-tolerant plants, low water-use plumbing fixtures, and non-pesticide insect controls could be provided to citizens as part of a public-private partnership for the health of the watershed.																
• Educate municipal officials regarding the WICC, watershed issues and opportunities, and potential benefits of watershed-related outreach efforts to urban residents.																
• Improve urban residents’ knowledge of watershed issues through the use of demonstration sites and examples regarding property landscaping and maintenance, storm water management, septic system management, etc., that focus on the key land management needs of homeowners.																
• Coordinate press releases and press contacts among watershed organization leaders related to key watershed-related stories and educational information for the local media.																
• Where possible, coordinate with Actions EDU2 and WICC WebCenter promotion.																

**Measures of Success**

- Measurable improvement in water quality in Napa River and selected tributaries. Need baseline.
- Based upon the information included in the outreach materials, measures of success could include increases in any or all of the following: participation in watershed events, WebCenter hits, calls to WICC staff about involvement opportunities, volunteers for monitoring and other watershed tasks. Baseline measures are needed to measure success.

**Action OSF2: Increase the size of the WICC Board by three members to include a member representative from each incorporated area within Napa County. As part of this process, review and refine, as needed, the definitions of at-large members.**

Implementation Steps																
	Year (July 1 to June 30)				2005-06				2006-07				2007-08			
	Quarter	1	2	3	4	1	2	3	4	1	2	3	4			
• Identify potential representatives from the three incorporated cities that are not currently represented on the Board.																
• Review and refine definitions and responsibilities of at-large board members.																
• Follow Board of Supervisors procedures for increasing WICC Board size and composition, changing definition of at-large board member responsibilities, and putting new board members in place.																
Measures of Success																
• Board size increased from 12 to 15 members																
• Quorum at every meeting in 2005-06																

**Action OSF3 (Recurring): Provide bi-annual updates to the Napa County Board of Supervisors about the current activities and successes of the WICC. Updates should stress the benefits and values of the WICC to the community.**

Implementation Steps																
	Year (July 1 to June 30)				2005-06				2006-07				2007-08			
	Quarter	1	2	3	4	1	2	3	4	1	2	3	4			
• Identify two dates to present to the Board of Supervisors in 2005-06. One of the presentations should be dovetailed with the budget request for the WICC to inform the Board of the value of the WICC to the community and the importance of continued funding.																
• Two months prior to each presentation identify what Board members will participate in the presentation and what the key topics and messages are																
Measures of Success																
• Two presentations to the Board of Supervisors annually																

**Action OSF4 (Recurring): Meet monthly through the 2005-06 year.**

Implementation Steps																
	Year (July 1 to June 30)				2005-06				2006-07				2007-08			
	Quarter	1	2	3	4	1	2	3	4	1	2	3	4			
• Establish a schedule of meeting dates for 2005-06.																
Measures of Success																
• Hold monthly meetings in 2005-06.																



7. **REPORT, DISCUSSION AND POSSIBLE DIRECTION TO STAFF ON COORDINATING A LOCALLY CONSOLIDATED PROPOSAL TO THE STATE WATER RESOURCES CONTROL BOARD CONSOLIDATED GRANT PROGRAM 2005-06:**

Report, discussion and possible direction to staff on **coordinating a locally consolidated proposal and list of projects for application to the State Water Resources Control Board's Consolidated Grants Program 2005-06**, which will include meeting with interested organizations and stakeholders and assisting with local and regional watershed funding meetings and assessment needs. Funding will include activities such as stewardship assistance, on the ground projects, habitat assessments, and watershed planning and monitoring efforts (Staff)



**2005-2006 CONSOLIDATED GRANTS PROGRAM  
DRAFT CONCEPT PROPOSAL**

***If you would like to provide feedback on the Draft Concept Proposal, please complete the Concept Proposal Feedback Form and e-mail it to Jennifer August at: [jaugust@waterboards.ca.gov](mailto:jaugust@waterboards.ca.gov).***

The fields contained on this first page are included in the Financial Assistance Application Submittal Tool (FAAST) for every Request for Proposal (RFP)/Proposal Solicitation Package (PSP) that is released online. Because the fields are shared by all programs, they are not able to be customized for individual programs. The individual customization is done in the Project Questionnaire, which is included as pages 2-6 of this document.

**Questions Automatically Included Online in FAAST**

**General Details**

- RFP Title, Project Title, Project Description (1,000 character limit), Applicant Name, Project Director

**Project Budget**

- Grant Funds Requested, Cost Matching Funds, Total Project Cost

**Project Location**

- Latitude & Longitude, Primary County, Primary Watershed, Primary Water Body, Primary Responsible Regional Water Board

**Funding Source**

- Applicant selects one or more checkboxes representing program(s) for the particular RFP/PSP

**Legislative**

- **District** **Primary** **Additional**
  - Assembly District
  - Senate District
  - US Congressional District

**Contact Agency**

- Agency Name, Contact Name, Phone, Email

**Cooperating Entity**

- Role on Project, Contact Name, Phone, Email

**2005-2006 CONSOLIDATED GRANTS PROGRAM  
DRAFT CONCEPT PROPOSAL**

**DRAFT Concept Proposal Project Questionnaire**

This section contains the customized questions for the 2005-06 Consolidated Grants Program. Please note that there is a 1,000 character maximum limit (approximately a quarter of a page) for each question.

**Geographic Location**

1. Indicate the Calwater Watershed ID number for the watershed(s) that your project encompasses. A map of the Calwater Watersheds is located at <http://cain.nbii.gov/calwater/index.html>.
2. In the general information section, you entered the primary watershed for your project. If your project encompasses multiple watersheds, list the name of each watershed and indicate if the watershed has an established watershed group. Use the Watershed Management Area (WMA) identified in the applicable Regional Water Board's Watershed Management Initiative (WMI) Chapter.
3. For a project that encompasses multiple water bodies, list the name of each water body.
4. For a project that extends beyond more than one Regional Water Board boundary, select the corresponding checkboxes for the Regional Water Boards your project spans.

**Project Information**

5. Provide a list and brief description of all major project tasks and the schedule for completion of all major project tasks.
6. Indicate project activities and provide the estimated percentage of time that will be spent on each activity. (You must enter whole number percentages (i.e., 100 = 100%). Percent total cannot exceed the value of 100.) Percentage of time should reflect all time devoted to the task, whether performed by staff, consultants, or volunteers.

- |  |   |
|--|---|
| <input type="checkbox"/> Education and Outreach___%                            | <input type="checkbox"/> Pilot Study___%              |
| <input type="checkbox"/> Demonstration/Implementation__%                       | <input type="checkbox"/> Research and Development___% |
| <input type="checkbox"/> Assessment/Inventory___%                              | <input type="checkbox"/> Pollutant Load Reduction___% |
| <input type="checkbox"/> Monitoring___%  | <input type="checkbox"/> Other: _____%                |
| <input type="checkbox"/> Development of Local Watershed<br>Management Plan___% | <input type="checkbox"/> Other: _____%                |

**PERCENT TOTAL:** \_\_\_\_\_%



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7. Based on your project scope of work, project timeline, and the specific grant program eligibility requirements, rank the program(s) in order of your preference to receive funding. Only rank those programs that fit your project timeline and for which your project is eligible. (1 = the first program from which you would like to receive funding; 2 = the second program from which you would like to receive funding; etc.).

<input type="checkbox"/>	Agricultural Water Quality Grant Program	<input type="checkbox"/>	NPS Implementation Program (319(h))
<input type="checkbox"/>	Coastal Non-Point Source Pollution Control Program	<input type="checkbox"/>	Integrated Watershed Management Program
<input type="checkbox"/>	CALFED Drinking Water Program	<input type="checkbox"/>	Non-Point Source Pollution Control Program
<input type="checkbox"/>	CALFED Watershed Program	<input type="checkbox"/>	Urban Stormwater Program

8. For each program ranked in Question 7, describe how the project meets the eligible project types identified in the Guidelines.
9. Describe the problem(s) the project is proposing to solve and the source(s) of the problem(s) if known.
10. Describe the approach the project is proposing to use to solve the problem(s) and the technical basis for the selected approach. Indicate the expected project benefits to water quality and beneficial uses.

**Integration with Priorities**

11. Check the boxes below to indicate which of the priorities your proposed project will address? (Select all that apply: Regional Water Board Priority, Statewide Priority, CALFED Priority, or Partner Agency Priority.)
12. If your project addresses a Regional Water Board Priority, please select the primary priority it addresses from the drop down menu below and briefly describe how it addresses that priority in the box below. If it addresses multiple Regional Water Board Priorities, please explain in the box below.
13. If your project addresses a Statewide Priority, please select the primary priority it addresses from the drop down menu below and briefly describe how it addresses that

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priority in the box below. If it addresses multiple Statewide Priorities, please explain in the box below.

14. If your project addresses a Partner Agency Priority, please select the primary priority it addresses from the drop down menu below and briefly describe how it addresses that priority in the box below. If it addresses multiple Partner Agency Priorities, please explain in the box below.
15. If your project addresses a CALFED Priority, please select the primary priority it addresses from the drop down menu below and briefly describe how it addresses that priority in the box below. If it addresses multiple CALFED Priorities, please explain in the box below.

### **Project Performance/Evaluation**

16A. If your project implements an adopted total maximum daily load (TMDL) or a TMDL under development, select one option from the drop down menu below (adopted TMDL or TMDL under development) and briefly describe the TMDL, the anticipated pollutant load reductions that will be achieved, and how your project is consistent with the identified TMDL.

**OR**

16B. If your project does not implement an adopted TMDL or a TMDL under development, briefly describe the anticipated pollutant load reductions or measurable water quality benefits that will be achieved from implementation of your project.

17. How do you propose to measure and document your project's benefits to water quality and beneficial uses (e.g., before and after concentrations of a constituent, miles of river restored, % load reduction, number of people educated, etc.)?
18. Describe how the proposed project furthers a comprehensive watershed approach. Is the proposed project consistent with a completed watershed assessment or an adopted plan?
19. Identify the watershed assessment or the name of the adopted plan and describe with specific examples, how your project implements the plan, and if your project has been outlined as a priority in the plan.
20. If a plan has not been adopted, indicate when the plan is scheduled for adoption. If no plan is scheduled, explain why.

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### **Permits and Regulatory Requirements**

21. Is this project being undertaken pursuant to a National Pollutant Discharge Elimination System (NPDES) permit, TMDL, or other regulatory requirement or action (e.g. 401 certification)? Please select yes/no and describe in the box below.
22. What type of California Environmental Quality Act (CEQA) document will be prepared for this project? (Select from drop down menu below.) What is the status of the CEQA document, if applicable?
23. Will the project require state or federal permits (e.g., 401 certification, 404 permit, or Department of Fish and Game (DFG) Streambed Alteration Agreement)? What is the status of the permit application(s), if applicable?

### **Readiness to Proceed**

24. Describe the anticipated source and amount of proposed matching funds for the project.
25. Has the project described in this Questionnaire been funded previously by other grants? If so, explain.
26. Please enter the estimated "Start Date" and "End Date" for the proposed project in mm/dd/yyyy format. For the "End Date" provide the submittal date(s) of the final report and final invoice.

### **Applicant Information**

27. List the applicant's type of organization (e.g. public agency, non-profit, educational institution, tribe, etc.). For each program ranked in Question #7, explain/describe how the applicant's organization type meets the eligible applicant criteria presented in the Guidelines.
28. Is the project director an employee/on the staff of the applicant organization? If no, explain how the project director is connected to the applicant organization.
29. Has the Applicant or any of the Cooperating Entities previously received funds from a solicitation administered by the State Water Board or Regional Water Boards? (Please select Yes/No from the drop down menu.) If you answered yes, please indicate project titles, contract numbers, and status of funding (e.g., contract in negotiation, ongoing, closed out, terminated, etc.). (Only include projects funded within the last 5 years.)

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- 30.** Has the Applicant or any Cooperating Entities entered into a contract or grant agreement with the State Water Board that was: 1) terminated; 2) in which significant funds were withheld by the State Water Board; or 3) the subject of an audit in which there were significant negative findings regarding the management of the project or funds by the Applicant or a Cooperating Entity? If so, please explain in the box below.

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## **DEFINITION OF TERMS (to be developed):**

### **CALFED Priorities**

**Non Point Source (NPS)** means a diffuse discharge of pollutants throughout the natural environment.

### **Partner Agency Priorities**

**Pollutant Load Reduction** means the decrease of a particular contaminant in the impaired waterbody resulting from the implementation of the project.

### **Regional Water Board Priorities**

### **Significant Funds**

### **Significant Negative Findings**

### **Statewide Priorities**

**Total Maximum Daily Load (TMDL)** identifies the maximum quantity of a particular pollutant that can be discharged into a water body without violating a water quality standard, and allocates allowable loading amounts among the identified pollutant sources.

### **Watershed Management Area (WMA).**

***If you would like to provide feedback on the DRAFT Concept Proposal Evaluation Criteria, please complete the Concept Proposal Feedback Form and e-mail it to Jennifer August at: [jaugust@waterboards.ca.gov](mailto:jaugust@waterboards.ca.gov).***

<b>DRAFT</b> <b>2005-06 CONSOLIDATED GRANTS</b> <b>CONCEPT PROPOSAL EVALUATION CRITERIA</b>		
<b>REQUIRED CRITERIA</b>	<b>PASS/FAIL</b>	<b>KEY</b>
Is the applicant's type of organization eligible for the funding sources selected in Question 7 based on the Guidelines? (Questions 7 and 27)		Pass = Applicant meets eligibility requirements.  Fail = Applicant is not eligible to be invited back to submit a full proposal.
Is the project an eligible project type as stated in the Guidelines? (Question 8)		
Does the project address an identified Regional Water Board Priority, Statewide Priority, CALFED Priority, or multiple Partner Agency priorities? (Questions 11 through 15)		
Is the applicant eligible for the funding sources selected in Question 7 based on the priorities the project will address? (Questions 7 and 11 through 15)		
Does the project's "Start Date" and "End Date" fall within the appropriations for the funding sources selected in Question 7? (Questions 7 and 26)		
<b>ADDITIONAL CRITERIA</b>	<b>YES/ NO/ NOT APPLICABLE</b>	<b>KEY</b>
<b>General Information</b>  Does the proposal contain all the general information requested automatically in Financial Assistance Application Submittal Tool (FAAST)?  <i>(e.g., General Details, Project Budget, Project Location, Funding Source, Legislative Information, Contact Agency Information and Cooperating Entity Information, etc.)</i>		Yes = No= N/A=
<b>Geographic Location</b>  Are Questions 1 through 4 completed adequately? (Questions 1-4)		Yes = No= N/A=
<b>Project Information</b>  Does the applicant adequately describe the problem the project is proposing to solve? (Question 9)		Yes = No= N/A=
Does the applicant adequately describe the approach that will be used to solve the problem? (Question 10)		
Does the approach appear to be technically feasible? (Question 10)		
Is the description of the major project tasks reasonable? (Question 5)		
Is the project timeline realistic? (Questions 5 and 26)		
<b>Integration with Priorities</b>  Does the applicant adequately describe how the project addresses the indicated priority(ies)? (Questions 11 through 15)		Yes = No= N/A=
Does the project address multiple priorities? (Questions 11 through 15)		
<b>Project Performance/Evaluation</b>  Does the project implement an adopted total maximum daily load (TMDL)? (Question 16A)		Yes = No= N/A=

If you would like to provide feedback on the *DRAFT Concept Proposal Evaluation Criteria*, please complete the *Concept Proposal Feedback Form* and e-mail it to Jennifer August at: [jaugust@waterboards.ca.gov](mailto:jaugust@waterboards.ca.gov).

<b>DRAFT CONCEPT PROPOSAL EVALUATION CRITERIA</b>		
<b>ADDITIONAL CRITERIA</b>	<b>YES/ NO/ NOT APPLICABLE</b>	<b>KEY</b>
<b>Project Performance/Evaluation (continued)</b>		
Does the project implement a TMDL under development? (Question 16A)		Yes =
Are the project's anticipated pollutant load reductions described in the concept proposal? (Question 16A and 16B)		No= N/A=
Will the applicant be able to quantify and document the project's benefits to water quality and beneficial uses? (Question 17)		
<b>Permits and Regulatory Requirements / Readiness to Proceed</b>		
Does the project appear to be ready to proceed based on preparation of environmental documents and regulatory permits, and anticipated match funds? (Questions 21 through 24)		Yes = No= N/A=
<b>Applicant Information</b>		
Has the applicant or any of the cooperating entities had projects with the State Water Board or Regional Water Boards that have been terminated, had funds withheld, or been the subject of an audit in which there were significant negative findings? (Question 30)		Yes = No= N/A=
Is the project director an employee/on the staff of the applicant organization? (Question 28)		
<b>OVERALL EVALUATION</b>		
Should the applicant be invited back to submit a Full Proposal?		Yes = No= N/A=
If so, for which program should the applicant be invited back to submit a full proposal?		AWQGP CNPS CALFED Drinking Water CALFED Watershed NPS Implementation Program (319 (h)) IWMP NPS USWP

