



## AGENDA

**Sonoma Mendocino Economic Development District  
Board of Directors Special Meeting - Friday, September 20, 2024, at 1:00 pm PT**

### Remote Attendance Link:

<https://us06web.zoom.us/j/82922778261>

### In Person Meeting Locations:

Mendocino Coast Health Care District  
775 River Drive, **Fort Bragg**, CA 95437  
and

Mendocino County Executive Office (707) 463-4441  
Conference Room A  
501 Low Gap Road, **Ukiah**, CA 95482  
and

Sonoma County Economic Development Board (707) 565-7170  
141 Stony Circle, Suite 110, **Santa Rosa**, CA 95401  
and  
328 Collingwood Street, **San Francisco**, CA 94117

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### CALL TO ORDER by Paul Garza, Chairperson

#### Item 1

Swearing In of New Board Appointment made to the SMEDD Board of Directors by the Mendocino County Board of Supervisors at their Regular Meeting of September 10, 2024.

- Oath of Office - Craig Schlatter, Mendocino County

Swearing In of New Board Appointment made to the SMEDD Board of Directors by the Sonoma County Board of Supervisors at their Regular Meeting of September 10, 2024.

- Oath of Office - Nicholas Schwanz, Sonoma County

### ROLL CALL by Norma Alley

- Chairperson Paul Garza
- Vice Chairperson Jeff Kelly
- Board Member Lisa Badenfort
- Board Member Robin Bartholow
- Board Member Tim Karas
- Board Member Craig Schlatter
- Board Member Nicholas Schwanz
- Board Member Anna Shaw

Vacancies:

- Board Member At-Large - Vacant Seat

### AGENDA CHANGES AND DELETIONS - To Current Agenda Only

### APPROVAL OF THE AGENDA

## **PUBLIC COMMENT** - Open time for Public Expression

*Time reserved for members of the public to speak on matters not otherwise appearing on the agenda.*

## **CONSENT CALENDAR**

*Matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion and one vote. Unless otherwise requested by a Board Member, there will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Calendar and will be considered separately.*

*There will be one opportunity for public comment on all consent items. Comments are limited to 3 minutes each, and the Chairperson may limit this time if reasonable under the circumstances.*

**Item 2** Approve Meeting Minutes:

- April 19, 2024
- July 19, 2024

**Item 3** Approval of Disbursements and Checks Register as of August 31, 2024

**Item 4** Receive and File Summary and Financial Reports for the U.S. Economic Development Administration's Planning and Partnership Grant #ED22SEA3020033

**Item 5** Receive and File Summary and Financial Reports for the U.S. Economic Development Administration's CARES Act Grant #ED20SEA3070045

**Item 6** Approve Closeout of the U.S. Economic Development Administration's Recovery and Resiliency CARES Act Grant #ED20SEA3070045

**Item 7** Receive and File amended 2024 Board of Directors Meeting Calendar amending the 2024 Meeting Calendar with a specific amendment for the convening of the September 2024 and November 2024 Meetings, and establishing a tentative 2025 Board of Directors Meeting Calendar

## **MATTERS FOR CONSIDERATION** - Action Items

**Item 8** [Action] Appoint a SMEDD Treasurer

**Item 9** [Action] Authorize formation of an Ad Hoc Committee to review proposals from external Audit Firms to perform an audit of the SMEDD's financial records. Delegate to the Ad Hoc Committee the task of choosing an Audit Firm. Authorize the Board Chair to execute an Agreement for Services with the chosen Audit Firm

**Item 10** [Information] Receive an Update on California Jobs First: Redwood Region RISE; North Bay Working Group

**Item 11** [Information] Discuss and Consider Recruitment and Appointment of a SMEDD-Appointed At-Large Member

## **DISTRICT MANAGER'S REPORT**

### **UPDATES**

- U.S. Economic Development Administration's Peer Review Meeting was held on Tuesday, September 3, 2024. The focus of the review was the Planning and Partnership Grant #ED22SEA3020033, which supports the Comprehensive Economic Development Strategy (CEDS). The current grant period (7/1/2020 - 6/30/2025) will end three months early on March 31, 2025. This revises the Planning and Partnership Grant's Completion Deadline. Going forward, all new grants will have a start date of April 1. SMEDD could make a request for an inflation adjustment.
- Upcoming Board Seats that require County attention:
  - Expiring terms:
    - Jeff Kelly - October 13, 2024
    - Lisa Badenfort - October 14, 2024

## FUNDING OPPORTUNITIES

- North Coast Resource Partnership Request for Proposals for Project Technical Assistance
- EDA Build to Scale: <https://www.eda.gov/funding/programs/build-to-scale>
- EDA PWEAA Assistance
- Small Business Administration Regional Innovation Clusters:  
<https://www.sba.gov/local-assistance/regional-innovation-clusters>
- California Jobs First: Catalyst Funds; [Tribal Investment Initiative](#)

## Letters of Support Issued & Outcomes

Request From	Topic/Project	SMEDD Letter Issued to Requestor	Status of Grant Award
Northern Circle Indian Housing Authority	Elder Village with Community Center - Ukiah	9/16/2024	Under Review -
Mendocino Community Health Clinic (MCHC)	1 Madrone Health Clinic in Willits, CA	7/23/24	Under Review -
Sonoma-Marín Area Rail Transit District (SMART)	Transit and Intercity Rail Capital (TIRCP)	7/23/2024	Under Review -
Sonoma-Marín Area Rail Transit District (SMART)	Connecting Cloverdale to the Bay – Equitable Transportation Access & Resilience Project	2/26/2024	Under Review -
Regenerative Forest Solutions	Woody FeedStock Pilot Project (CalFire)	9/27/2023	Awarded -
Regenerative Forest Solutions	Woody FeedStock Pilot Project (Bay Area Council)	9/27/2023	Awarded -
Mendocino Forest Products	Biomass-to-Hydrogen Grant Application	9/15/2023	Awarded -
West Business Development Center	CalOSBA Blue Economy iHub	8/31/2023	Denied -
Regenerative Forest Solutions	Woody FeedStock Pilot Project USDA Forest Service	8/9/2023	Awarded -
Regenerative Forest Solutions	NCRP Woody FeedStock Pilot Project	8/9/2023	Awarded -
Sonoma County Meat Company	USDA Local Meat Capacity Grant	6/21/2023	Under Review -
Noyo Harbor	Noyo Harbor District Port Infrastructure Development	4/24/2023	Denied -

## UPCOMING EVENTS THAT MAY BE OF INTEREST - *not necessarily SMEDD connected*

- **October 8-10, 2024** [California Economic Summit](#), Sacramento, CA
- **October 10, 2024** [Redwood Coast Region Economic Summit](#), Eureka, CA
- **October 22-24, 2024** [FIRA-USA Agricultural Robotics Show](#), Woodland, CA
- **November 21, 2024** [Fall Economic Perspective](#), Sonoma State University, CA

## **BOARD MEMBER REPORTS OR COMMENTS**

*Time reserved for members of the Board to report on AdHoc Committee activities and to speak on matters not otherwise appearing on the agenda. No Actions.*

## **ADJOURNMENT** by Paul Garza Jr., Chairperson

For a copy of Board Packet materials, please visit [smedd.org](http://smedd.org) or email Abigail Scott ([abigail@smedd.org](mailto:abigail@smedd.org)).



**Sonoma Mendocino Economic Development District  
Board of Directors Regular Meeting  
April 19, 2024, at 1:00 p.m.**

**Meeting was held virtually over Zoom and  
In Person Meeting Locations:**

West Business Development Center - 345 North Franklin Street, **Fort Bragg**, CA 95437

and

Mendocino County Campus - 880 North Bush Street, **Ukiah**, CA 95482

and

Sonoma County Economic Development Board Room - 141 Stony Circle, Suite 110, **Santa Rosa**, CA 95401

**CALL TO ORDER**

Chair Bartholow called the meeting to order at 1:05 p.m.

**ROLL CALL**

Board Present:	Robin Bartholow, Chair Jeff Kelly, Treasurer Tim Karas	Paul Garza, Vice Chair Lisa Badenfort Jim Mayfield
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Board Vacancies: Four Seats

**Management Team:**

Joshua Metz, District Manager/Economic Development Advisor

Tracy Fuller, Fiscal Agent/Economic Development & Finance Advisor

Bradley Johnson, Sonoma County Economic Development Board Management Analyst

Katherine DiPasqua, Director of Special Projects and Partnerships of Economic Development District

Anna Macken, Mendocino County Administrative Analyst

Norma I. Alley, MMC, Clerk of the Board

Abigail Scott, Economic Development Advisor

**AGENDA CHANGES AND DELETIONS**

There were no changes or deletions to the agenda.

**APPROVAL OF THE AGENDA**

**MOTION:** Director Karas and seconded by Treasurer Kelly to approve the agenda. Motion was approved by a 5 Yes/0 No/4 Vacant roll call vote.

## **PUBLIC COMMENT**

Chair Bartholow called for public comment. Seeing no one come forward, Chair Bartholow closed public comment.

## **CONSENT CALENDAR**

**Item 1** Approval of Check Register as of March 31, 2024

**Item 2** Financial Reporting:

- Receive and File Summary Reports

**Item 3** Approve Meeting Minutes:

- February 24, 2023
- April 21, 2023
- May 19, 2023
- June 16, 2023
- July 21, 2023
- February 16, 2024

Chair Bartholow called for public comment. Seeing no one come forward, she closed public comment.

**MOTION:** Vice Chair Garza and seconded by Treasurer Kelly to approve the Consent Calendar. Motion was approved by a 5 Yes/0 No/4 Vacant roll call vote.

## **MATTERS FOR CONSIDERATION**

**Item 4** Approve Draft FY 2023-2024 Comprehensive Economic Development Strategy Update Report

District Manager/Economic Development Advisor Metz and Mendocino County Administrative Analyst Macken presented the report.

Chair Bartholow called for public comment. Seeing no one come forward, she closed public comment.

**MOTION:** Vice Chair Garza and seconded by Director Badenfort to approve the Draft FY 2023-2024 Comprehensive Economic Development Strategy Update Report.

General Discussion commenced amongst the Board.

**PRIMARY AMENDMENT MOTION:** Treasurer Kelly and seconded by Director Karas to amend adding information regarding Business Technical Assistance and add specific engagements to areas throughout the Report. Motion was approved by a 5 Yes/0 No/4 Vacant roll call vote.

**VOTE ON MAIN MOTION:** To approve the Report, as amended. Motion was approved by a 5 Yes/0 No/4 vacant roll call vote.

**Item 5** Approve EDA Supplemental Grant (Grant No. ED20SEA3070045) & Planning Grant (Grant No. ED22SEA3020033) Progress Reports for Submission to the United States Economic Development Administration

District Manager/Economic Development Advisor Metz and Fiscal Agent/Economic Development & Finance Advisor Fuller presented the report and fielded inquiries from the Board.

General discussion commenced amongst the Board and support was given to postpone the item to the June meeting.

Chair Bartholow called for public comment. Seeing no one come forward, she closed public comment.

**MOTION:** Vice Chair Garza and seconded by Director Badenfort postponing the item to the June Meeting. Motion was approved by a 5 Yes/0 No/4 Vacant roll call vote.

*For additional information, a motion to reconsider, and approval of this item, please see Board Member Reports and Comments.*

**Item 6** Receive an Update on the Status of Biomass Utilization Symposium Planning and Provide Guidance as Appropriate

Chair Bartholow introduced the item, District Manager/Economic Development Advisor Metz presented the report, and both fielded inquiries from the Board.

General discussion commended amongst the Board and a suggestion to research the use of Mail Chimp for the public to sign up for a regular SMEDD information sharing/newsletter list was provided.

Chair Bartholow called for public comment. Seeing no one come forward, she closed public comment.

**MOTION:** Treasurer Kelly and seconded by Director Karas to accept and receive the update on the status of the Biomass Utilization Symposium planning. Motion was approved by a 5 Yes/0 No/4 Vacant roll call vote.

**Item 7** Receive an Update on California Jobs First: Redwood Region RISE; North Bay Working Group; EDF Working Group

District Manager/Economic Development Advisor Metz, Mary Anne Petrillo, and Sonoma County Economic Development Board Management Analyst Johnson provided an update and fielded general inquiry from the Board.

Chair Bartholow called for public comment. Seeing no one come forward, she closed the public comment.

**Item 8** Receive Update on SMEDD Board Seats; Discuss and Consider Recruitment and Appointment of a SMEDD-Appointed At-Large Member and of Members Appointed by the Mendocino and Sonoma County Boards of Supervisors

Mendocino County Administrative Analyst Macken provided an update and fielded general inquiry from the Board.

Chair Bartholow called for public comment. Seeing no one come forward, she closed the public comment.

## **DISTRICT MANAGER'S REPORT**

### UPDATES

- CALED Annual Conference - "Elevate", Hyatt Regency, Santa Rosa
- Administrative Matters
- Sheba Person-Whitley, Regional Director, U.S EDA, possible Fall 2024 regional tour

### FUNDING OPPORTUNITIES

- Jobs First Catalyst Funds
- EDA PWEAA Assistance

### LETTERS OF SUPPORT ISSUED & OUTCOMES

District Manager/Economic Development Advisor Metz and Fiscal Agent/Economic Development & Finance Advisor Fuller updated the Board on general matters of the District and fielded inquiries from the Board.

Chair Bartholow directed staff to provide an errors and omissions coverage report on the next agenda.

Chair Bartholow called a recess at 2:48 p.m. The meeting reconvened at 2:54 p.m.

## **UPCOMING EVENTS THAT MAY BE OF INTEREST**

- May 1, 2024 - NorthBay NEXT - MSIV, College of Marin - Jonas Center, Novato
- May 1, 2024 - EDF Working Group Expert Session - Tribal Funding
- May 2-3, 2024 - Biomass Utilization Symposium - HREC, Hopland
- May 13-15, 2024 - Pacific Offshore Wind Summit - Sacramento

District Manager/Economic Development Advisor Metz announced upcoming events.

## **BOARD MEMBER REPORTS OR COMMENTS**

**MOTION:** Treasurer Kelly and seconded by Director Badenfort to reconsider Item 5. Motion was approved by a 5 Yes/0 No/4 Vacant roll call vote.

Fiscal Agent/Economic Development & Finance Advisor Fuller provided an update on Item 5 and requested direction authorizing submission of the narrative/report, as written, in addition to add expenditures numbers upon Treasurer's review and concurrence.

Chair Bartholow called for public comment. Seeing no one come forward, she closed public comment.

**MOTION:** Vice Chair Garza and seconded by Director Karas authorizing submission of the narrative/report, as written, in addition to add expenditures numbers upon Treasurer's review and concurrence. Motion was approved by a 5 Yes/0 No/4 Vacant roll call vote.



**ADJOURNMENT**

Chair Bartholow adjourned the meeting at 3:05 p.m.

APPROVAL:

ATTEST:

\_\_\_\_\_  
Robin Bartholow, Chair of the Board

\_\_\_\_\_  
Norma I. Alley, MMC, Clerk of the Board



**Sonoma Mendocino Economic Development District  
Board of Directors Regular Meeting  
July 19, 2024, at 1:00 p.m.**

**Meeting was held virtually over Zoom and  
In Person Meeting Locations:**

Mendocino College Coast Center, 1211 Del Mar Drive, **Fort Bragg**, CA 95437

and

Mendocino County Executive Office, 501 Low Gap Road, **Ukiah**, CA 95482

and

Sonoma County Economic Development Board Room, 141 Stony Circle, Suite 110, **Santa Rosa**, CA 95401

**CALL TO ORDER**

Chair Bartholow called the meeting to order at 1:13 p.m.

**Item 1** Swearing In of New Board Appointment made to the SMEDD Board of Directors by the Mendocino County Board of Supervisors at their Regular Meeting of June 25, 2024.

Mr. Tregenza provided the Oath of Office to Anna Shaw. Director Shaw introduced herself and fielded inquiries from the Board.

**ROLL CALL**

Board Present:           Robin Bartholow, Chair                                 Paul Garza, Vice Chair  
                                  Jeff Kelly, Treasurer                                    Tim Karas  
                                  Anna Shaw

Board Absent:            Lisa Badenfort

Board Vacancies:        Three Seats - Mendocino County Seat, Sonoma County Seat, and SMEDD Appointed At-Large Seat

**Management Team:**

Joshua Metz, District Manager/Economic Development Advisor  
Tracy Fuller, Fiscal Agent/Economic Development & Finance Advisor  
Bradley Johnson, Sonoma County Economic Development Board Management Analyst  
Katherine DiPasqua, Director of Special Projects and Partnerships of Economic Development District  
Anna Macken, Mendocino County Administrative Analyst  
Harrison Tregenza, Clerk of the Board  
Abigail Scott, Economic Development Advisor

## AGENDA CHANGES AND DELETIONS

There were no changes or deletions to the agenda.

## APPROVAL OF THE AGENDA

District Manager/Economic Development Advisor Metz requested Items 2 and 3 be pulled and placed on a future meeting agenda.

**MOTION:** Treasurer Kelly and seconded by Vice Chair Garza to approve the agenda, as amended to pull Item 2 and Item 3. Motion was approved by a 5 Yes/0 No/1 Absent (Badenfort)/3 Vacant roll call vote.

## PUBLIC COMMENT

Chair Bartholow called for public comment. Seeing no one come forward, Chair Bartholow closed public comment.

## CONSENT CALENDAR

**Item 2** Approval of Disbursements and Check Register as of June 30, 2024

**Item 3** Financial Reporting:

- Receive and File Summary Reports

**Item 4** Approve Meeting Minutes:

- April 19, 2024

*Item 2 and Item 3 were pulled from consideration.*

Chair Bartholow called for public comment. Seeing no one come forward, she closed public comment.

**MOTION:** Director Karas and seconded by Treasurer Kelly to approve the Consent Calendar, Item 4 only. Motion failed due to lack of majority approval by a 4 Yes/0 No/1 Abstain (Shaw)/1 Absent (Badenfort)/3 Vacant roll call vote.

## MATTERS FOR CONSIDERATION

**Item 5** Election of Board Chair and Vice Chair for Terms of Office from July 2024 through June 2025

Chair Bartholow introduced the item and announced Vice Chair Garza agreed to serve as Chair and Treasurer Kelly agreed to serve as Vice Chair.

Chair Bartholow called for public comment. Seeing no one come forward, she closed public comment.

**MOTION:** Director Karas and seconded by Director Shaw to appoint Vice Chair Garza as Chair and Treasurer Kelly as Vice Chair. Motion was approved by a 5 Yes/0 No/1 Absent (Badenfort)/3 Vacant roll call vote.

Director Bartholow passed the gavel to Chair Garza. Discussion commenced amongst the Board regarding Vice Chair Kelly to continue to serve as Treasurer. By consensus of the Board, Vice Chair Kelly will continue

to serve as Treasurer, as well as Vice Chair.

**Item 6** Receive an Update on California Jobs First: Redwood Region RISE; North Bay Working Group; EDF Working Group

Sonoma County Economic Development Board Management Analyst Johnson provided an update and fielded inquiries from the Board.

Discussion commenced amongst the Board regarding the presentation.

**Item 7** Receive an Update on SMEDD Board Seats; Discuss and Consider Recruitment and Appointment of a SMEDD-Appointed At-Large Member and of Members Appointed by the Mendocino and Sonoma County Boards of Supervisors

Sonoma County Economic Development Board Management Analyst Johnson provided an update and fielded inquiries from the Board.

Discussion commenced amongst the Board regarding the presentation.

**Item 8** Consider and Authorize the SMEDD to Respond to a Request Regarding a Mendocino Community Health Clinic Grant Application to U.S. Economic Development Administration - Approve a Letter of Support for Mendocino Community Health Clinic Inc.'s (MCHC's) application for the Fiscal Year 2023 Public Works and Economic Adjustment Assistance Notice of Funding Opportunity

Chair Garza introduced the item.

Director Shaw recused herself due to her affiliation with Mendocino Community Health Clinic, Inc. Discussion commenced regarding Bylaws language of approval by majority vote of the full membership and direction the Board should take. It was agreed that this item did not require a motion; rather direction to the management team would be sufficient.

Consensus of the Board was given directing District Manager/Economic Development Advisor Metz to issue a letter of support. Direction by Chair Garza was provided to include an update in the Bylaws regarding voting by majority of membership versus majority of quorum of members present.

**Item 9** Consider and Authorize the SMEDD to Respond to a Request Regarding a Sonoma-Marin Area Rail Transit District Application to Transit and Intercity Rail Capital (TIRCP) - Approve a Letter of Support for Sonoma-Marin Area Rail Transit (SMART) and Sonoma County Transit Authority, California Transportation Agency (CALSTA) Transit and Intercity Rail Capital (TIRCP) funding proposal to extend SMART service to Healdsburg

District Manager/Economic Development Advisor Metz provided an update and fielded inquiries from the Board.

Chair Bartholow called for public comment. Seeing no one come forward, she closed the public comment.

**MOTION:** Director Shaw and seconded by Director Karas approve a letter of support for Sonoma-Marin Area Rail Transit (SMART) and Sonoma County Transit Authority, California Transportation Agency (CALSTA) Transit and Intercity Rail Capital (TIRCP) funding proposal to extend SMART service to Healdsburg. Motion was approved by a 5 Yes/0 No/1 Absent (Badenfort)/3 Vacant roll call vote.

**DISTRICT MANAGER’S REPORT**

UPDATES

- June 27-28, 2024 Sheba Person-Whitley, Regional Director, U.S. EDA, Regional Tour
- June 26, 2024 California Stewardship Network Meeting, Santa Rosa
- May 1, 2024 NorthBay NEXT - MSIV, Bill and Adele Jonas Center at College of Marin, Novato
- May 1, 2024 EDF Working Group Expert Session - Tribal Funding
- May 2-3, 2024 Biomass Utilization Symposium, UC Hopland Research & Extension Center
- May 13-15, 2024 Pacific Offshore Wind Summit, Sacramento

FUNDING OPPORTUNITIES

- NCRP RFP for Project Technical Assistance
- Jobs First Catalyst Funds
- EDA PWEAA Assistance
- SBA Regional Innovation Clusters:  
<https://www.sba.gov/local-assistance/regional-innovation-clusters>

LETTERS OF SUPPORT ISSUED & OUTCOMES

District Manager/Economic Development Advisor Metz updated the Board on general matters of the District and fielded inquiries from the Board.

Sonoma County Economic Development Board Management Analyst Johnson provided a report on the upcoming Fall Economic Perspective event at Sonoma State.

**UPCOMING EVENTS THAT MAY BE OF INTEREST**

- Oct 22-24, 2024, FIRA-USA Agricultural Robotics Show, Woodland, CA
- Nov 21, 2024, Fall Economic Perspective, Sonoma State University, CA

District Manager/Economic Development Advisor Metz announced upcoming events.

**BOARD MEMBER REPORTS OR COMMENTS**

Director Karas reported on a grant award the Mendocino College received from the Nature Conservancy.

**ADJOURNMENT**

Chair Garza adjourned the meeting at 2:40 p.m.

APPROVAL:

ATTEST:

\_\_\_\_\_  
Paul Garza, Jr., Chair of the Board

\_\_\_\_\_  
Norma I. Alley, MMC, Clerk of the Board



Changes since last transmittal\*

**SONOMA MENDOCINO ECONOMIC DEVELOPMENT DISTRICT**  
**Disbursements / Check Register**  
**Payments Through August 31, 2024**

*Transmittal on September 20, 2024, to the Board of Directors at their Board Meeting*

Check No.	Amount	Date	Paid to (Payee)	Description
<b>*CHANGES SINCE LAST TRANSMITTAL:</b>				
Bank Bill Pay	\$4,704.80	6/20/2024	Regional Government Services	Professional Services - Administration; CEDS; EDA Grant Projects January 2024
Bank Bill Pay	\$14,557.43	6/20/2024	Regional Government Services	Professional Services - Administration; CEDS; EDA Grant Projects February 2024
Bank Bill Pay	\$9,826.24	6/20/2024	Regional Government Services	Professional Services - Administration; CEDS; EDA Grant Projects March 2024
Bank Bill Pay	\$13,900.90	6/20/2024	Regional Government Services	Professional Services - Administration; CEDS; EDA Grant Projects April 2024
Bank Bill Pay	\$16,658.53	7/16/2024	Regional Government Services	Professional Services - Administration; CEDS; EDA Grant Projects May 2024 \$15,908.91 + 5 very small invoices for January - March
Bank Bill Pay	\$2,560.09	7/16/2024	Thatcher Hotel	Biomass Symposium Hosting Services
	\$5.95	7/22/2024	District's Bank	Banking Fees - Bill Pay monthly service charge
	\$5.95	8/20/2024	District's Bank	Banking Fees - Bill Pay monthly service charge

**PREVIOUSLY REPORTED ACTIVITY:**

1300	\$2,956.50	1/4/2023	William Adams; Johnson and Thomas LLC	Legal Services
1301	\$28,280.22	1/4/2023	US Dept of Commerce / NOAA	Reimbursement to Grantor (EDA) of unexpended Partnership Planning grant funds: Grant No. ED17SEA3020055; Period 7/1/2017 - 6/30/2022
1302	\$20.00	3/1/2023	Streamline	Website Platform Service - February 2023
1303	\$28,303.55	3/17/2023	County of Sonoma	Sonoma County staff reimbursement for services for Partnership Planning grant funds: Grant No. ED17SEA3020055; Period 7/1/2017 - 6/30/2022
1304	\$225.00	3/17/2023	Marie Jones Consulting	Provided CEDS Project Prioritization Services
1305	\$6,786.95	7/12/2023	Regional Government Services	Professional Services - Administration; CEDS; EDA Grant Projects December 2022
1306	\$8,426.75	7/12/2023	Regional Government Services	Professional Services - Administration; CEDS; EDA Grant Projects January 2023
1307	\$10,000.00	8/11/2023	AgInnovations	Ag Innovation Hub Brainstorming Workshop 5/30/2023
Bank Bill Pay	\$1,097.66	12/4/2023	West Business Development Center	EDA Round Table, M. Petrillo, Expenses Supplemental Grant
	\$5.95	1/22/2024	District's Bank	Banking Fees - Bill Pay monthly service charge
Bank Bill Pay	\$229,872.66	2/15/2024	Regional Government Services	Professional Services - Administration; CEDS; EDA Grant Projects December 2022 - December 2023
	\$30.00	2/15/2024	District's Bank	Banking Fees: Wire Fee



**DATE:** September 20, 2024  
**TO:** Board of Directors  
**FROM:** Bradley Johnson, Sonoma County Economic Development Board, Management Analyst  
**SUBJECT:** Receive and File Summary and Financial Reports for the U.S. Economic Development Administration's Planning and Partnership Grant #ED22SEA3020033

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**STATEMENT OF ISSUE:**

The purpose of this item is to consider approving the submission of Sonoma Mendocino Economic Development District's planning grant summary report and subsequent financial report, covering the period April 1, 2024 to September 30, 2024, to the U.S. Department of Commerce's Economic Development Administration (EDA).

**SUMMARY OF RECOMMENDED ACTION:**

Approve submission of the planning grant summary and financial reports, covering the period April 1, 2024 to September 30, 2024 to the Economic Development Administration.

**FINANCIAL IMPACTS:**

There are no anticipated financial impacts.

**BACKGROUND:**

In accordance with the terms and conditions of the 2022-2025 planning grant award to SMEDD, the District must submit summary and financial reports twice per year. The bi-annual reporting periods are October 1 through March 31 and April 1 through September 30.

**DISCUSSION:**

The report contains updates on planning activities leveraged by the planning grant. Major updates outlined in the reports include:

1. Board Changes
2. Ag Tech Innovation
3. Broadband Deployment Planning
4. Biomass Utilization
5. California Jobs First

## 6. Letters of Support

### **ALTERNATIVES:**

**1:** Approve submission of the planning grant reports, covering the period April 1, 2024, to September 30, 2024, to the Economic Development Administration.

**2:** Consider, *modify*, and approve submission of the planning grant reports, covering the period April 1, 2024, to September 30, 2024, to the Economic Development Administration.

**3:** Other approach(s) may be developed after public comments and Board deliberations.

**4:** Decline to act.

### **RECOMMENDATION for Alternative 1:**

Move to:

- Approve EDA Planning Grant (Grant No. ED22SEA3020033) Reports for Submission to the United States Economic Development Administration.

### **Attachments**

[Attachment A: U.S. Economic Development Administration's Planning Grant No. ED22SEA3020033 Update Report covering the period April 1, 2024 to September 30, 2024](#)





## CEDS IMPLEMENTATION STRATEGY PROGRESS REPORT

*April 1, 2024 - September 30, 2024*

Grant Award Number: ED22SEA3020033

Program Manager: Ethan Fogg

### *Grant Description*

Organization: Sonoma Mendocino Economic Development District (SMEDD)

Address: Sonoma Mendocino Economic Development District  
% Sonoma County Economic Development Board  
141 Stony Circle, Suite 110  
Santa Rosa, CA 95401

Phone: 707-565-6456

Report Prepared By: Bradley Johnson, Administrator

Project Title: Implementing the 2022 Sonoma Mendocino Comprehensive Economic Development Strategy.

Reporting Period: April 1, 2024 to September 30, 2024

Grant Amount: \$70,000 in federal funds and \$70,000 in matching funds in each fiscal year for 3 years, or \$140,000 x 3 = \$420,000. Total grant amount \$420,000 (2022-2025).

Total Federal Expenditures for Reporting Period: \$40,110.47

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## Board Changes

During the reporting period, there have been departures and additions to the SMEDD Board of Directors roster. See updated roster in the table below.

**Sonoma Mendocino Economic Development District Board Roster**

First	Last	Organization/Affiliation	Industry	County
Robin	Bartholow	Goodwill Industries of the North Bay and Redwood Coast, Director of Sustainability	private industry	Sonoma
Tim	Karas	Mendocino College, President	Education	Mendocino
Craig	Schlatter	City of Ukiah Community Development, Director	Public Sector	Mendocino
Lisa	Badenfort	North Bay Realtors Association	Real Estate / Housing	Sonoma
Jeff	Kelly	Marin Housing Authority	Finance	Sonoma
Nicholas	Schwanz	Solar Punk Farms	Agriculture / Private industry	Sonoma
Anna	Shaw	Mendocino Community Health Clinic, Director of Development	Healthcare	Mendocino
Paul	Garza Jr.	Sonoma Mendocino Economic Development District, Chair	Economic Development	Mendocino
Board Seat 9	Vacant	At Large – Decided by District		Son/Men

The SMEDD is excited to welcome new directors Nicholas Schwanz and Craig Schlatter. With their respective experience in environmentally conscious business development and local community

development, the SMEDD Board of Directors looks forward to leveraging their expertise to progress the CEDS and the District's goals.

## Ag Tech Innovation

In May, 2023, The Sonoma Mendocino Economic Development District (SMEDD) hosted an Ag-Tech Innovation conference which invited regional stakeholders from Academia, Private Industry, Tribes, Farm Associations, and Government to participate in developing a framework for a feasibility study that would outline the development of an Ag-Tech Innovation Hub in the North-Bay North-Coast Region. The Event was a success, and the SMEDD has been using the framework to develop Ag-Tech partnerships, facilitate conversations, and apply for funding to develop a feasibility study and subsequent strategic plan.

The SMEDD has engaged various organizations on the topic of Ag-Tech. Two of the most prominent being the Sonoma County Winegrowers Association and the VINE by the University of California department of Agriculture and Natural Resources (UCANR). The Sonoma County Winegrowers have integrated themselves as the premier technology incubator for one of the region's largest cash crops, wine grapes. The Sonoma County Winegrowers have successfully engaged in and implemented private public partnerships with Ford, John Deere, and others to incubate sustainable, efficient, resilient, and climate smart agricultural technologies in their member's vineyards. Such technologies include fully electrified vehicles from Ford and Tractors from John Deere. Additional tech includes AI generated smart spraying systems. The VINE is a knowledge based network organization funded by UCANR. They are currently developing a physical ag-tech incubator and pilot center in California's Sacramento Valley. Their expertise and assets span beyond the physical location. Their primary asset is the vast network of knowledge that implements ag-tech along each node of the supply chain from producing food to putting it on the table.

Using conversations, knowledge, and enthusiasm from Ag-Tech entities, the SMEDD has been working with regional economic development planning and funding organizations under the CA Jobs First opportunity (previously known as the California Economic Resiliency Fund). Unfortunately, the state has separated the district into two separate regions with Sonoma County joining the Bay Area region and Mendocino County joining the North Coast. This has provided a challenge to planning and advocating for SMEDD CEDS related goals, but has provided an opportunity to identify sectors that fit the needs of a greater region. Ag-Tech is that sector. Sonoma County has been paired with Marin County to identify approximately four projects to propose to the Bay Area Committee for a portion of the \$9,000,000 of regional funding.

During the Reporting Period, the Sonoma County Economic Development Collaborative has developed a proposal for \$300,000 that would fund a feasibility study and subsequent strategic plan to implement an ag-tech hub in the North Bay North Coast region. Using the integral foundation the SMEDD facilitated, the feasibility study would outline the existing regional assets, opportunities, threats, and weaknesses to the ag-tech sector. Additionally, it would provide a comprehensive implementation plan (strategic plan) to develop value added and climate smart industries that are directly and indirectly related to ag production through innovative technology. Leveraging the relationships with the VINE and Sonoma County Winegrowers Association, the feasibility study will outline the existing network and gaps for ag-tech development in our region.

## Broadband Deployment Planning

Sonoma and Mendocino Counties have taken significant action to close the internet availability gap by directing staff to research options to expand broadband access. These efforts have been focused on infrastructure development and advancing utilization (“adoption”) of existing resources, where barriers to connectivity are related to affordability rather than lack of infrastructure. The Board’s actions parallel recent state and federal grant programs that fund and facilitate broadband planning, infrastructure, and adoption.

In the fall of 2022 the County of Sonoma and Mendocino , entered into partnership with [Golden State Connect Authority](#), applied for and each received a ~\$500,000 grant from the California Public Utilities Commission’s [Local Agency Technical Assistance](#) grant program. The funding is planned to provide a refined *high-level* broadband network design for unincorporated areas with little or no internet service and *low-level*, construction-ready design for priority areas. The engineering process is a two-step process: 1) the *high-level* general design typically maps out the route the fiber network will take, and 2) the *low-level* design typically shows the fiber to the curb, identifies infrastructure assets like pull boxes, and maps a clear outline for development. These funds will support both types of design. The scope of work for this grant program is anticipated to be completed within 18 months of the grant award (June 2024).

In July and August of 2023, Golden State Connect Authority delivered high-level engineering designs for project areas in both Sonoma and Mendocino Counties. Both Counties used the designs and corresponding metrics to select priority project areas to apply for [last mile funding](#) through the California Public Utilities Commission’s (CPUC) Federal Funding Account award (FFA) opportunity. In both counties, the project areas are located directly adjacent to the [state's planned middle mile network](#). The County of Mendocino’s project area encompasses the coastal region off of state highway one. Sonoma County’s selected projects are non-continuous and located in: Jenner, East Santa Rosa, East Cloverdale, and Walsh Landing. Sonoma and Mendocino Counties are working closely together to coordinate plans to expand service to unserved residents.

During the reporting period, the CPUC awarded three project proposals in Mendocino County. The first project will award \$35,17,662 to the Round Valley Indian Tribe and serve up to 2,651 currently unserved people. The second project will award \$10,300,000 to the City of Fort Bragg and serve up to 608 currently unserved people. The third project will award \$5,587,154 to the City of Ukiah and serve up to 1,635 currently unserved people. The County of Sonoma is still waiting for an announcement from the CPUC on which projects will be recommended for award.

## Biomass Utilization

In May, the Sonoma Economic Development District hosted a Biomass Symposium and brought together industry, academia, Tribes, government and community-based organizations to explore the opportunities and challenges of implementing forest biomass utilization projects for fire safety, forest health, renewable energy, and wood products, and supporting the appropriate growth of sustainable, stewardship-based, rural economic development. The objectives of the symposium were:

1. Support stakeholders to understand the vision of biomass uses and how it can support Mendocino and Sonoma economic development
2. Discuss opportunities and challenges related to biomass harvesting and utilization and whether it can support local and/or regional Mendocino and Sonoma growth and sustainability
3. Bring together different sectors, communities and individuals to learn from one another and share knowledge on how to sustainably and effectively use biomass

The potential to convert forest biomass into hydrogen fuel and value added products has increased in recent years due to technological innovation around treatment, processing, and fuel utilization. Simultaneously, interest has grown within the resource management, conservation, and wildland fire management communities about the potential for utilizing biomass hydrogen technologies and market dynamics to positively impact watershed health and fire risk reduction; consistent with CEDS Goals 1, 2, and 4..

Additionally, the SMEDD management team has been working closely with project proponents and stakeholders in the biomass utilization space. Partnering and convening with organizations such as the University of California Department of Agriculture and Natural Resources (UCANR) and the California Energy Commission, SMEDD has provided insightful resources for planning regional projects. One project in particular being the project number seven in the district's CEDS. Fernando Mora, lead, is working on behalf of the Kashia tribe in Sonoma County and with a business development team to acquire the Berry's sawmill property in Cazadero, CA. The tribe will be a part owner to the lumber production. The mill is intended to be retrofitted to run off a biofuel source and further serve a microgrid for West Sonoma County. As of mid-February, the team is closing in on the property acquisition. The SMEDD management team has assisted the project managers by connecting them to resources at UCANR, the California Energy Commission, the Jobs First initiative, and more. Additionally, the project team will be featured on a panel at the upcoming Biomass symposium. Additionally, with the work of the SMEDD management team, Fernando was connected to an opportunity to acquire more feedstock from Cal Fire Forest Management. The logistics of that deal has not been born out.

Beyond direct assistance, the SMEDD has distributed letters of support and provided planning assistance for five projects in this sector, three of which have been awarded for over \$600,000. See the full list of letters below.

## California Jobs First

The SMEDD has been heavily engaged with a statewide economic development effort named California Jobs First (formerly known as the California Economic Resiliency Fund - CERF). Unfortunately, the State has separated the district into two separate regions with Sonoma County joining the Bay Area region and Mendocino County joining the North Coast. This has provided a challenge to planning and advocating for SMEDD CEDS related goals, but has provided an opportunity to identify sectors that fit the needs of a greater region. As mentioned above, the SMEDD team is utilizing existing planning and convening efforts to advocate for the development of Ag-tech in the region. Additionally, Biomass utilization is another area in which the SMEDD is working to have regional alignment across the state. The SMEDD team is regularly engaged with each region's respective planning councils to provide data, regional economic insights, and proposals. The SMEDD is also using this opportunity to further develop the project database to keep a pulse on the funding and partnering opportunities/needs in the region.

The Jobs First Collaborative also opened up a Tribal Investment opportunity. Given the developing relationships with local tribes, the SMDD has been connecting project representatives to this opportunity. The Tribal investment initiative is rather flexible in use, and provides opportunity for many projects listed in the CEDS. Additionally, it aligns well with the CEDs goal of equitable community development.

## Letters of Support

One of the most effective ways SMEDD can be used is to provide letters of support to organizations applying for grant funds for a project that directly relates to the goals in the CEDS. In May, the SMEDD Board of Directors approved the district manager to provide such letters of support in instances of time sensitive need. Since the approval, the Board and district manager have distributed the following letters of support for regional projects:

Request From	Topic/Project	SMEDD Letter Issued to Requestor	Status of Grant Award
Sonoma-Marín Area Rail Transit District (SMART)	Transit and Intercity Rail Capital (TIRCP)	7/23/2024	Under Review
Sonoma-Marín Area Rail Transit District (SMART)	Connecting Cloverdale to the Bay – Equitable Transportation Access & Resilience Project	2/26/2024	Under Review
Regenerative Forest Solutions	Woody FeedStock Pilot Project (CalFire)	9/27/2023	Under Review
Regenerative Forest Solutions	Woody FeedStock Pilot Project (Bay Area Council)	9/27/2023	Awarded
Mendocino Forest Products	Biomass-to-Hydrogen Grant Application	9/15/2023	Awarded
West Business Development Center	CalOSBA Blue Economy iHub	8/31/2023	Denied
Regenerative Forest Solutions	Woody FeedStock Pilot Project USDA Forest Service	8/9/2023	Under Review
Regenerative Forest Solutions	NCRP Woody FeedStock Pilot Project	8/9/2023	Awarded
Sonoma County Meat Company	USDA Local Meat Capacity Grant	6/21/2023	Under Review
Noyo Harbor	Noyo Harbor District Port Infrastructure Development	4/24/2023	Under Review

Mendocino County Health Clinic	1 Madrone Health Clinic in Willits CA	7/19/2024	Under Review
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**DATE:** September 20, 2024  
**TO:** Board of Directors  
**FROM:** Bradley Johnson, Sonoma County Economic Development Board, Management Analyst  
**SUBJECT:** Receive and File Summary and Financial Reports for the U.S. Economic Development Administration's CARES Act Grant #ED20SEA3070045

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**STATEMENT OF ISSUE:**

The purpose of this item is to consider approving the submission of Sonoma Mendocino Economic Development District's CARES Act Economic Recovery and Resiliency grant, also known as the Supplemental Grant, summary and financial reports, covering the period April 1, 2024 to June 30, 2024, to the U.S. Department of Commerce's Economic Development Administration (EDA).

**SUMMARY OF RECOMMENDED ACTION:**

Approve submission of the supplemental grant update reports, covering the period April 1, 2024, to June 30, 2024, to the Economic Development Administration.

**FINANCIAL IMPACTS:**

There are no anticipated financial impacts.

**BACKGROUND:**

In accordance with the terms and conditions of the 2020-2024 CARES act award (commonly known as the supplemental grant) to SMEDD, the District must submit update reports twice per year. The bi-annual reporting periods are October 1 through March 31 and April 1 through September 30. This Reporting period only extends to June 30, 2024 because that was the end date of the award.

**DISCUSSION:**

The reports contain updates on planning activities leveraged by the planning grant and progress on the supplemental grant work plan approved by the Sonoma Mendocino Economic Development District Board of Directors and the EDA in 2023 and 2024. Major updates outlined in the reports include:

1. SMEDD Education, Awareness, and Capacity
2. Recovery and Resiliency Technical Assistance
3. Economic Development Recovery and Resiliency Funding
  - a. NOAA Coastal Resilience Challenge Regional Working Group

- b. California Jobs First Ag Tech Innovation Feasibility Study Proposal
- 4. Grant Compliance and Oversight

**ALTERNATIVES:**

**1:** Approve submission of the supplemental grant summary and financial reports, covering the period April 1, 2024, to June 30, 2024, to the Economic Development Administration.

**2:** Consider, *modify*, and approve submission of the supplemental grant summary and financial reports, covering the period April 1, 2024, to June 30, 2024, to the Economic Development Administration..

**3:** Other approach(s) may be developed after public comments and Board deliberations.

**4:** Decline to act.

**RECOMMENDATION for Alternative 1:**

Move to:

- Approve EDA Supplemental Grant (Grant No. ED20SEA3070045) Summary and Financial Progress Reports for Submission to the United States Economic Development Administration

**Attachments**

[Attachment A: U.S. Economic Development Administration's Supplemental Grant No. ED20SEA3070045 Update Report covering the period April 1, 2024 to June 30, 2024](#)



**ECONOMIC RECOVERY and RESILIENCY  
GRANT PROGRESS REPORT**  
*April 1, 2024 - June 30, 2024*

Grant Award Number: ED20SEA3070045

Program Manager: Ethan Fogg

*Grant Description*

Organization: Sonoma Mendocino Economic Development District (SMEDD)

Address: Sonoma Mendocino Economic Development District  
% Sonoma County Economic Development Board  
141 Stony Circle, Suite 110  
Santa Rosa, CA 95401

Phone: (707) 565-6456

Report Prepared By: Bradley Johnson, Administrator

Project Title: Sonoma Mendocino Economic Development District (SMEDD)

Reporting Period: April 1, 2024 - June 30, 2024

Grant Amount: Total grant amount awarded is \$400,000 (July 1, 2020 through June 30, 2024)

Total Expenditures for Reporting Period: \$19,761.50

Total Expenditures: \$400,000 (equals total grant award)

*Progress Report*

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## SMEDD Education, Awareness, and Capacity

As stated in the first component of the recovery and resiliency work plan, RGS and SMEDD associates have worked to increase stakeholder understanding, interest and engagement in SMEDD. In early April, the SMEDD team conducted in person outreach, interviews, and listening sessions with Mendocino and Sonoma stakeholders. The outreach efforts for this tour began in late March. The information was well received from local stakeholders and department heads.

The second main goal to accomplish this aspect of the work plan is to Strengthen SMEDD information resources to support resiliency and recovery. During the reporting period, RGS has put in a substantial amount of work to continue developing the district's website, [SMEDD.org](https://www.smedd.org). Having a web platform and presence allows for the district to effectively reference recovery and resiliency resources such as funding opportunities, local events, partner organizations, and resiliency strategies.

The third main goal to accomplish SMEDD education, awareness, and capacity is to develop productive stakeholder relationships. Though the district has this in some capacity with the CEDS strategy committee, RGS and SMEDD staff are continuously developing these relationships to further recovery and resiliency planning in the region. As outlined below, SMEDD has hosted events such as the business friendliness webinar, a regional Ag-Tech innovation event, a Biomass utilization symposium, and facilitated numerous sector focused working groups aimed to increase industry and economic development/resiliency in the region.

During the reporting period, the SMEDD is investigating expanding its own capacity by exploring opportunities with a more diverse array of service offerings. One service SMEDD is exploring is offering local business marketing and development services by taking on assets from a local project that is looking for a backbone organization.

## Recovery and Resiliency Technical Assistance

The RGS and SMEDD associates provided recovery and resiliency technical assistance for Mendocino County and Sonoma County cities through an assessment of business friendliness.

- 1) **Providing a business friendliness assessment:** The primary objective for the business assessment is to review incentives, programs, communication, processes, fees, timelines, and demonstrated commitment to economic development as a priority, to facilitate existing businesses, business expansion and attraction. SMEDD provided a webinar to City Managers and Economic Development Directors/ Managers outlining the BFC check up assessment tool. The Business Friendly Check-up establishes a baseline of key metrics that city and community leaders can reference to better understand their communities' strengths and weaknesses in this area. Communities are welcome to view the past webinar and take use of the tool anytime at the following link. <https://www.smedd.org/business-friendly-check-up-webinar>.

## Economic Development Recovery and Resiliency Funding

As illustrated in task 3 of the approved work plan amendment for the CARES act award, the SMEDD team evaluated and built the SMEDD's capacity to pursue and secure various sources of grant

funding and exceeded the deliverable by pursuing two unique funding sources to promote economic recovery and resiliency in the Sonoma Mendocino region.

### **NOAA Coastal Resilience Challenge Regional Working Group**

The Sonoma Mendocino Economic Development District served as the lead convener and facilitator for regional stakeholders to work together on developing a letter of intent to apply for an award from the National Oceanic and Atmospheric Administration for Coastal resilience projects. Below is a summary of the letter resulting from the working group led by SMEDD.

#### **Regional Context:**

The letter describes the challenges faced by coastal communities in Sonoma and Mendocino counties due to climate change, including the erosion of oceanfront lands, damage to kelp and estuarine ecosystems, and the decline of red abalone populations. The decline in these ecosystems has significant economic and cultural implications, and it affects the fisheries, wetlands, and recreational resources in the region.

#### **Resilience Vision:**

Given the context, the SMEDD developed project goals and a vision with the working group to address climate impacts posed by warming waters, rising seas, drought, and increased flooding. The vision includes the following key components:

1. Protect, restore, regenerate, propagate, and extend kelp forest refugia.
2. Build economic resilience and support a just transition to the changing climate.
3. Mitigate estuarine flooding through enhanced ecosystem services.
4. Adapt critical harbor infrastructure and public access to rising seas.

#### **Proposed Activities and Outcomes:**

The letter outlines several activities and outcomes associated with the project, including:

**Kashia Band of Pomo Indians Conservation Aquaculture and Ocean Ecosystem Restoration:** This involves working with various partners to launch a regional kelp forest ecosystem restoration alliance and Tribally operated abalone production and restoration facility. The activities include conservation aquaculture, urchin management, ocean stressor assessment, and construction of green infrastructure aquaculture facilities.

**Estuary Resilience and Flood Risk Mitigation:** This component focuses on rehabilitating and supporting climate adaptation for estuaries in Sonoma and Mendocino counties. Activities include minimizing flooding, sustaining the role of floods in delivering sediment to marshes, sustaining estuaries as rearing habitats for juvenile salmonid species, and sustaining the importance of estuaries as bases for recreation and tourism.

**North Coast Harbor Economic and Climate Resilience:** After restoring the kelp and marine ecosystem, the project aims to strengthen the blue economy through climate-resilient infrastructure and job diversity.

This includes upgrading infrastructure at Bodega Bay, such as the ice plant and docks, and replicating native hatchery salmon releases.

**Noyo Center for Marine Science:** The project supports the construction of the Ocean Science Center Building in Fort Bragg, which will serve as a hub for marine science education and research. The building will include research laboratories, a marine mammal skeleton articulation workshop, and a marine mammal triage center. The Noyo Center for Marine Science engages with the community and aims to address climate change impacts on coastal ecosystems.

**SMEDD Program Coordination & Climate Resilience Regional Amplification:** SMEDD plays a pivotal role in coordinating and amplifying the regional response to climate threats. This involves convening workshops, compiling progress reports, supporting elected leaders, and developing and maintaining web resources for project teams and the public.

Unfortunately, the letter of intent was not provided an invitation to apply for the award from the National Oceanic and Atmospheric Administration. The SMEDD will use the working relationships formed from this experience to continue working toward developing value added, climate smart, blue economy jobs.

### **California Jobs First Ag Tech Innovation Feasibility Study Proposal**

Using conversations, knowledge, and partnerships from regional Ag-Tech entities, the SMEDD has been working with regional economic development planning and funding organizations under the CA Jobs First opportunity (previously known as the California Economic Resiliency Fund). Unfortunately, the state has separated the district into two separate regions with Sonoma County joining the Bay Area region and Mendocino County joining the North Coast. This has provided a challenge to planning and advocating for SMEDD CEDS related goals, but has provided an opportunity to identify sectors that fit the needs of a greater region. Ag-Tech is that sector. Sonoma County has been paired with Marin County to identify approximately four projects to propose to the Bay Area Committee for a portion of the \$9,000,000 of regional funding. The SMEDD has developed a proposal for \$300,000 that would fund a feasibility study and subsequent strategic plan to implement an ag-tech hub in the North Bay North Coast region. The feasibility study will outline the existing regional assets, opportunities, threats, and weaknesses to the ag-tech sector. Additionally, it would provide a comprehensive implementation plan (strategic plan) to develop value added and climate smart industries that are directly and indirectly related to ag production through innovative technology. Leveraging the relationships with the VINE and Sonoma County Winegrowers Association, the feasibility study will outline the existing network and gaps for ag-tech development in our region.

The SMEDD has also been active in connecting local tribes to the Tribal investment initiative administered by the CA Jobs First Collaborative. The investment opportunity will allow for the diversification and increased resilience of tribal economics and jobs.

### **Grant Compliance and Oversight**

RGS and SMEDD associates are working together to ensure reporting and administrative compliance are in order. This work is being conducted on the County, State, Federal levels.







**DATE:** September 20, 2024  
**TO:** Board of Directors  
**FROM:** Brad Johnson, Sonoma County Economic Development Board, Management Analyst  
**SUBJECT:** Approve closeout of EDA Recovery and Resiliency CARES Act Grant #ED20SEA3070045 through the EDA

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**STATEMENT OF ISSUE:**

The purpose of this item is to approve the closeout of SMEDD’s Recovery and Resiliency CARES Act Grant #ED20SEA3070045 through the Economic Development Administration’s online system.

**SUMMARY OF RECOMMENDED ACTION:**

Approve the closeout of SMEDD’s Recovery and Resiliency CARES Act Grant #ED20SEA3070045 through the Economic Development Administration’s online system.

**FINANCIAL IMPACTS:**

There are no anticipated financial impacts. The \$400,000 in funds awarded in 2020 for this grant have officially been spent or obligated and the work has been completed.

**BACKGROUND:**

In accordance with the terms and conditions of the 2020-2024 Recovery and Resiliency CARES Act award (commonly known as the supplemental grant) to SMEDD, the District must officially close out the award with the EDA through the Administration’s online system.

**DISCUSSION:**

The Recovery and Resiliency Grant funded the completion of the 2022 Comprehensive Economic Development Strategy and RGS work plan. The RGS Recovery and Resiliency work included:

- 1) SMEDD Education, Awareness, and Capacity
- 2) Recovery and Resiliency Technical Assistance
- 3) Economic Development Recovery and Resiliency Funding
- 4) Grant Compliance and Oversight

Notable accomplishments from the workplan above include: The 2023 Ag-Tech Innovation Hub Event and 2024 Biomass Utilization Symposium, the National Oceanic and Atmospheric Administration Coastal Resilience Challenge Regional Working Group, and the development and implementation of the business

friendly communities tool.

**ALTERNATIVES:**

**1:** Approve the closeout of SMEDD's Recovery and Resiliency CARES Act Grant #ED20SEA3070045 through the Economic Development Administration's online system.

**2:** Consider, *modify*, and approve the closeout of SMEDD's Recovery and Resiliency CARES Act Grant #ED20SEA3070045 through the Economic Development Administration's online system.

**3:** Other approach(s) may be developed after public comments and Board deliberations.

**4:** Decline to act.

**RECOMMENDATION for Alternative 1:**

Move to:

- o Approve the closeout of SMEDD's Recovery and Resiliency CARES Act Grant #ED20SEA3070045 through the Economic Development Administration's online system.

**Attachments**

None



**DATE:** September 20, 2024

**TO:** Board of Directors

**FROM:** Tracy Fuller, Economic Development Advisor

**SUBJECT:** Receive and File amended 2024 Board of Directors Meeting Calendar amending the 2024 Meeting Calendar with a specific amendment for the convening of the September 2024 and November 2024 Meetings, and establishing a tentative 2025 Board of Directors Meeting Calendar

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**STATEMENT OF ISSUE:**

The purpose of this item is to discuss and consider the Sonoma Mendocino Economic Development District (SMEDD) Board of Directors 2024 and 2025 Board Meeting dates.

**FINANCIAL IMPACTS:**

There are no anticipated financial impacts.

**BACKGROUND:**

The SMEDD Board of Directors has scheduled its Regular Meetings on the third Friday of the month, although it does not meet every month. It has canceled meetings or rescheduled meetings when appropriate. Some meetings have been canceled or rescheduled due to lack of quorum, others to meet the program-timing needs of SMEDD's initiatives.

This generally intended meeting cadence of convening Regular Meetings every other month was established by the Board, and can be continued or modified. Schedule conflicts around the Summer holiday season proved difficult for holding the June 2024 and August 2024 meetings. The September 2024 Special Meetings is a result. It is proposed that The Board of Directors cancel the October 2024 and December 2024 Board of Directors Regular Meetings and instead schedule a November 2024 Regular Meeting.

The proposed Tentative 2025 Board of Directors Meeting Calendar indicates a bi-monthly meeting frequency on the odd months only.

**DISCUSSION:**

The Board should consider continuing or modifying the meeting schedule as they see fit considering the needs of the organization. The District has found it necessary and helpful to the efficient management

of the District's business to modify the schedule occasionally. The District's governing documents provide that the District Board should meet at least once a quarter.

**ALTERNATIVES:**

**1:** Approve the revised 2024 Board of Directors Board Meeting Calendar and the 2025 Board of Directors tentative Meeting Calendar.

**2:** Consider, *modify*, and approve the revised 2024 Board of Directors Board Meeting Calendar and the 2025 Board of Directors tentative Meeting Calendar.

**3:** Other approach(s) as may be developed after public comments and Board deliberations.

**4:** Decline to act.

**RECOMMENDATION for Alternative 1:**

Move to:

- Receive and File the approved amended 2024 Board of Directors Meeting Calendar amending the 2024 Meeting Calendar with a specific amendment for the convening of the September 2024 and November 2024 Meetings, and establishing a tentative 2025 Board of Directors Meeting Calendar.

**Attachment:**

Board Meeting Calendars

# 2024 SMEDD Board Meetings

## January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## February

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

## March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## October

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## November

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## December

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

# 2025 SMEDD Regular Board Meetings

## January

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## February

S	M	T	W	T	F	S
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## March

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## April

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## September

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## November

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## December

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**DATE:** September 20, 2024  
**TO:** Board of Directors  
**FROM:** Tracy Fuller, RGS - Economic Development Advisor  
**SUBJECT:** Appoint a SMEDD Treasurer

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**STATEMENT OF ISSUE:**

The purpose of this item is to appoint a SMEDD Treasurer to serve an indeterminate term beginning October 14, 2024. The current SMEDD Treasurer, Board Member Kelly, is a member of the Board of Directors whose Board term is expiring on October 13, 2024. Board member Kelly has indicated that he will not be seeking a new Board term. This makes him ineligible to continue to serve as the SMEDD's Treasurer.

**SUMMARY OF RECOMMENDED ACTION:**

Receive nominations for a Board member or other qualified person to serve as the SMEDD Treasurer beginning on October 14, 2024. Appoint the selected person by vote or consensus. If there are several candidates, the Board is encouraged to appoint after a vote.

**FINANCIAL IMPACTS:**

None.

**BACKGROUND:**

The SMEDD was formed by the counties of Mendocino and Sonoma upon execution of a Joint Powers Agreement in July 2015. The agreement sets out various purposes and practices for the SMEDD. The SMEDD must adhere to numerous and varied laws governing its operations. One such law requires that the SMEDD adopt a set of Bylaws and adhere to them. The current Bylaws were approved by the District's Board of Directors on November 18, 2021, and have been amended once in September 2022. Further, the SMEDD must adhere to applicable laws of the State of California, many of which are found in the Government Code.

Unlike the SMEDD Chair and Vice Chair, there are no constraints on the term of the Treasurer. An appointed Treasurer may serve in this capacity until no longer qualified, available, or able to serve. Reasons are varied, but may include vacating a Board Seat due to the expiration of a term of office, resignation of the Treasurer position, or removal by the SMEDD Board of Director.

The Joint Powers Agreement contains a provision that may be interpreted as allowing contracted entities to perform duties deemed necessary to District functions and Purposes. Relevant Excerpt from the Joint Powers Agreement entered into by the County Supervisors in July 2015:

JOINT POWERS AGREEMENT BETWEEN SONOMA AND  
MENDOCINO COUNTIES FOR THE SONOMA MENDOCINO  
ECONOMIC DEVELOPMENT DISTRICT

“k. To appoint or hire such staff or contract with such entities or individuals as said District Board deems necessary to carry out the District’s functions and purposes;”

The Joint Powers Agreement as originally drafted did not make mention of, include any provision for, or establish a requirement for a SMEDD Treasurer.

The Joint Powers Agreement was amended by Resolution No. 22-185 in September 2022 as the counties sought to transfer specific authorities to the SMEDD. The relevant excerpt from Resolution No. 22-185 adopted by County Supervisors in September 2022 is as follows:

RESOLUTION OF THE MENDOCINO COUNTY BOARD OF  
SUPERVISORS APPROVING A JOINT RESOLUTION OF THE  
BOARDS OF MENDOCINO COUNTY AND SONOMA  
COUNTY AMENDING THE JOINT POWERS AGREEMENT  
(JPA) BETWEEN SONOMA AND MENDOCINO COUNTIES  
FOR THE SONOMA MENDOCINO ECONOMIC  
DEVELOPMENT DISTRICT (SMEDD)

“The following replacement language for a new paragraph 9 is added to the amended JPA:

**9. Custody of Funds - Reporting - Financial Agent:**

Government Code section 6505.6 specifically authorizes the District Board of Directors to appoint one of its officers or employees as treasurer and auditor in lieu of the designation process set forth in Government Code section 6505.5. In accordance with Government Code section 6505.6, the District Board of Directors may adopt a District Resolution that makes these appointments and directing that all revenues and funds received by the District, or which have been received or held on the District's behalf, shall be placed in an operating account designated by the District Board of Directors. A treasurer or auditor appointed under this section shall perform all duties in accordance with applicable law, including but not limited to Government Code sections 6505 and 6505.5. The District shall be responsible for any such appointee performing these legal duties and completing audits in accordance with local, state and federal reporting and accounting requirements.”

SMEDD’s Bylaws are silent with respect to a treasurer, although there is mention of a Financial Agent:

Funds provided for the operation of the SMEDD through an annual budget shall be under the control and supervision of the Financial Agent, as defined by the SMEDD Joint Powers Agreement, and shall be periodically reviewed by the SMEDD Board of Directors. All funds must be expended in accordance with laws governing the disbursement of public funds.

Government Code sections 6505.5 and 6505.6 read as follows:



**GOVERNMENT CODE - GOV****TITLE 1. GENERAL [100 - 7931.000]** ( *Title 1 enacted by Stats. 1943, Ch. 134.* )**DIVISION 7. MISCELLANEOUS [6000 - 7599.113]** ( *Division 7 enacted by Stats. 1943, Ch. 134.* )**CHAPTER 5. Joint Exercise of Powers [6500 - 6599.3]** ( *Chapter 5 added by Stats. 1949, Ch. 84.* )**ARTICLE 1. Joint Powers Agreements [6500 - 6539.9]** ( *Article 1 added by Stats. 1949, Ch. 84.* )

**6505.5.** If a separate agency or entity is created by the agreement, the agreement shall designate the treasurer of one of the contracting parties, or in lieu thereof, the county treasurer of a county in which one of the contracting parties is situated, or a certified public accountant to be the depository and have custody of all the money of the agency or entity, from whatever source.

The treasurer or certified public accountant so designated shall do all of the following:

- (a) Receive and receipt for all money of the agency or entity and place it in the treasury of the treasurer so designated to the credit of the agency or entity.
- (b) Be responsible, upon his or her official bond, for the safekeeping and disbursement of all agency or entity money so held by him or her.
- (c) Pay, when due, out of money of the agency or entity held by him or her, all sums payable on outstanding bonds and coupons of the agency or entity.
- (d) Pay any other sums due from the agency or entity from agency or entity money, or any portion thereof, only upon warrants of the public officer performing the functions of auditor or controller who has been designated by the agreement.
- (e) Verify and report in writing on the first day of July, October, January, and April of each year to the agency or entity and to the contracting parties to the agreement the amount of money he or she holds for the agency or entity, the amount of receipts since his or her last report, and the amount paid out since his or her last report.

The officer performing the functions of auditor or controller shall be of the same public agency as the treasurer designated as depository pursuant to this section. However, where a certified public accountant has been designated as treasurer of the entity, the auditor of one of the contracting parties or of a county in which one of the contracting parties is located shall be designated as auditor of the entity. The auditor shall draw warrants to pay demands against the agency or entity when the demands have been approved by any person authorized to so approve in the agreement creating the agency or entity.

The governing body of the same public entity as the treasurer and auditor specified pursuant to this section shall determine charges to be made against the agency or entity for the services of the treasurer and auditor. However, where a certified public accountant has been designated as treasurer, the governing body of the same public entity as the auditor specified pursuant to this section shall determine charges to be made against the agency or entity for the services of the auditor.

*(Amended by Stats. 1999, Ch. 83, Sec. 65. Effective January 1, 2000.)*

**GOVERNMENT CODE - GOV****TITLE 1. GENERAL [100 - 7931.000]** ( *Title 1 enacted by Stats. 1943, Ch. 134.* )**DIVISION 7. MISCELLANEOUS [6000 - 7599.113]** ( *Division 7 enacted by Stats. 1943, Ch. 134.* )**CHAPTER 5. Joint Exercise of Powers [6500 - 6599.3]** ( *Chapter 5 added by Stats. 1949, Ch. 84.* )**ARTICLE 1. Joint Powers Agreements [6500 - 6539.9]** ( *Article 1 added by Stats. 1949, Ch. 84.* )

**6505.6.** In lieu of the designation of a treasurer and auditor as set forth in Section 6505.5, the agency or entity may appoint one of its officers or employees to either or both of such positions. Such offices may be held by separate officers or employees or combined and held by one officer or employee. Such person or persons shall comply with the duties and responsibilities of the office or offices as set forth in subdivisions (a) to (d), inclusive, of Section 6505.5.

In the event the agency or entity designates its officers or employees to fill the functions of treasurer or auditor, or both, pursuant to this section, such officers or employees shall cause an independent audit to be made by a certified public accountant, or public accountant, in compliance with Section 6505.

(*Added by Stats. 1979, Ch. 276.*)

**DISCUSSION:**

Consideration of factors that may influence an appointment can include achieving a prudent separation of duties, and having direct oversight of banking activities.

RGS is the SMEDD's largest vendor. The Board is advised that all payments to RGS should be reviewed and approved by a disinterested arm's length individual; the Treasurer has been serving in this capacity. Another individual or individuals could be formally tasked with this responsibility if desired.

If there are not any candidates able to commit to this role yet, at this meeting, it is strongly recommended that the Chair, Vice Chair, or the Fiscal Agent (an RGS employee) be temporarily appointed to serve until the next Board meeting, scheduled for November 15, 2024.

**ALTERNATIVES:**

- 1: Entertain nominations for the position Treasurer.
- 2: Other approach(s) as may be developed after public comments and Board deliberations.
- 3: Decline to act.

**RECOMMENDATIONS for Alternative 1:**

Suggested Motion:

- Move to nominate (name) to serve as the SMEDD Treasurer beginning on October 14, 2024.



**DATE:** September 20, 2024

**TO:** Board of Directors

**FROM:** Tracy Fuller, RGS - Economic Development Advisor

**SUBJECT:** Authorize formation of an Ad Hoc Committee to review proposals from external Audit Firms to perform an audit of the SMEDD's financial records. Delegate to the Ad Hoc Committee the task of choosing an Audit Firm. Authorize the Board Chair to execute an Agreement for Services with the chosen Audit Firm

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**STATEMENT OF ISSUE:** The purpose of this item is to appoint a SMEDD Ad Hoc Committee to review and select an Audit Firm to examine the SMEDD's financial records. Providing for the regular, periodic audit of the SMEDD's financial statements is a prudent and necessary oversight responsibility of the Board.

**SUMMARY OF RECOMMENDED ACTION:**

Request volunteers for one or more Board members to serve on an Ad Hoc committee formed temporarily and for the purpose of overseeing the solicitation of qualified audit firms, evaluation of proposals, and recommendation of a firm to the Board if time permits relative to the Board's meeting schedule, or to the Chair of the Board if there is a clear preferred choice and there is not a Board meeting scheduled before the proposal expires (sometimes 30 days). Authorize the Board Chair to execute an Agreement for Services. Consider establishing a Not-To-Exceed amount.

**FINANCIAL IMPACTS:**

Unknown at this time. There will be a cost for professional services, which will become known if proposals are received.

**BACKGROUND:**

The SMEDD was formed by the counties of Mendocino and Sonoma upon execution of a Joint Powers Agreement in July 2015. The agreement sets out various purposes and practices for the SMEDD. This includes conducting periodic audits.

**DISCUSSION:**

Consideration of factors that may influence the selection of an audit firm may be experience with governmental audits, location, conflicts, cost, etc.

The cost of this audit is unknown. SMEDD is very small financially and has a tiny amount of financial transactions. But some audit tasks are not tied to or a function of the financial resources or the volume of financial transactions of an agency.

**ALTERNATIVES:**

**1:** Entertain volunteers or nominations for appointment to an Ad Hoc Committee to the position Treasurer.

**2:** Other approach(s) as may be developed after public comments and Board deliberations.

**3:** Decline to act.

**RECOMMENDATIONS for Alternative 1:**

Suggested Motion:

- Move to form an Ad Hoc Committee, appointing (name(s) at least one Board Member) to the Committee, delegating to the Committee the task of choosing an Audit Firm. Authorizing the Board Chair to execute an Agreement for Services with the chosen Audit Firm.



**DATE:** September 20, 2024

**TO:** Board of Directors

**FROM:** Josh Metz, SMEDD District Manager  
Bradley Johnson, Sonoma County Economic Development Board, Management Analyst  
Anna Macken, County of Mendocino Economic Development, Administrative Analyst

**SUBJECT:** Receive an Update on California Jobs First: Redwood Region RISE; North Bay Working Group

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**STATEMENT OF ISSUE:** The purpose of this item is for the Sonoma Mendocino Economic Development District (SMEDD) Board of Directors to receive an update on respective regional efforts and progress on the California Jobs First Initiative.

**SUMMARY OF RECOMMENDED ACTION:**

Receive and file.

**FINANCIAL IMPACTS:**

There are no anticipated financial impacts for this item.

**BACKGROUND:**

During the February 16, 2024, April 19, 2024, and July 19, 2024 SMEDD Board of Directors meetings, the SMEDD management team provided the Board with an overview and update on the CA Jobs First (previously known as CERF) initiative. The overview and update included the following:

- Regional Representation: Mendocino County is represented by the Redwood Region RISE Coalition. Sonoma County is represented by the Bay Area Jobs First Collaborative.
- Both counties have participated in a solicitation for regional projects for their respective regions to be funded by Catalyst Funds\* at \$9 million per region.
- Each region is guided by the principle to create high wage, climate resilient, and sustainable jobs.

\*The Catalyst Program reserves funds for each California Jobs First region to bridge the gap between each region's Jobs First Strategy and implementing projects designed to achieve outcomes that align with those strategies. Catalyst funds will support each region's Jobs First Collaborative to invest in sector specific pre-development activities, enabling regions to take projects from exploratory and last-mile to ready-to-go projects that can access local, state, and federal government funds, as well as private and philanthropic investments.

Mendocino County is part of Redwood Region RISE (Resilient Inclusive Sustainable Economy), which is a regional community coalition of close to a thousand members working together to develop a 10-year vision that aims to bring good, sustainable jobs to Tribal Lands, Del Norte, Humboldt, Lake, and Mendocino Counties - through the California Jobs First (previously known as Community Economic Resilience Fund [CERF]) initiative.

The Sonoma County EDB has been working with a subregional round table under the Bay Area Jobs First Collaborative. This subregional roundtable includes Sonoma and Marin Counties. The Subregional roundtable collected projects that meet the fundamental industry and vision priorities. Projects must promote the growth of sustainable, climate forward, high wage, and high growth jobs.

## **DISCUSSION:**

### **Mendocino County - Redwood Region RISE**

Mendocino County is part of Redwood Region RISE comprising Tribal Lands, Del Norte, Humboldt, Lake, and Mendocino Counties. The \$9 million in catalyst funds is marked as fully spent within its four-county region, but the formal RFP for projects has not opened yet. The California Center for Rural Policy (CCRP), Arcata Economic Development Corporation (AEDC), and voting tables will be responsible for allocating funds. An early inventory of projects for Mendocino county or the entire region are (projects for HUmboldt or Del Norte counties only not included):

- Green Jobs Workforce – Climate Action Mendocino
- Fuel Dock – Noyo Harbor District
- Marina Redevelopment – Noyo Harbor District
- Broadband Planning Low Level Design – County of Mendocino
- Willits Center – Construction Trades and Fire Science Building – Mendocino College
- Marine Diving Program – Mendocino College
- Mendocino College EV Auto Renovation – Mendocino College
- Hunger War Warrior – Ft Bragg Food Bank
- Tan Oak Park Training Center – Northern Mendocino Ecosystem Recovery Alliance
- Roots of Success – Climate Action Mendocino
- Elementary Education for Spanish Speaking Adults – Climate Action Mendocino
- Redwood Region Revolving Loan Fund – City of Ukiah
- Vocational Trainings for Sheep Husbandry – UCANR Hopland Research and Extension Center
- Gateway Towns Cultural Centers – Arts Council of Mendocino County
- Mendo Creative CoLab – Cider Creek Collective
- Manzanita Cooperative: Wild Foods Program – Manzanita Cooperative
- Economic Impact of Small Business in the Rural North – West Business Development Center
- The Blue Economy Learning Intensive – West Business Development Center
- Noyo Ocean Science Center Construction Planning – Noyo Center for Marine Science
- Ft Bragg Seawater Development Strategy – Noyo Center for Marine Science
- Noyo Center’s Marine Field Station Resilience Planning – Noyo Center for Marine Science
- Lake Mendocino Branding and Signage – Greater Ukiah Business and Tourism Alliance

- Five Year Subscription to Analytics Platform to Inform and Facilitate Economic Development and Tourism Efforts
- Wool and Fiber Processing - Mendo Wool
- Wool Scouring Plan – Mendo Wool
- Efficient Sawmilling for Small-Diameter Trees – Cal Poly Humboldt
- Mendocino Forest Reciprocity Collective – Cloud Forest Institute
- A Taste of Culture – Experience the Culture of a Small Town – Healthy Start/Laytonville State Grange
- Eco Arts Lab – Conservation Works
- Resilient Community Healthcare Campus – MCHC Health Centers
- Gateway to the Redwood Region: Support/Develop Visitor Centers for the Enhanced Tourism Experience – Greater Ukiah Business and Tourism Alliance
- North Coast Regional Strategic Tourism Plan – Greater Ukiah Business and Tourism Alliance
- Redwood Coast HRTC Rural Grant Accelerator Program – RCRC
- Forest and Watershed Health Project (FWHP) – Rotary
- North Coast Wood Network – Watershed Research and Training Center
- Redwood Region ACT Together Network – ACT Sector Table Coordinators
- EcoCultural TREX Program – Tribal EcoRestoration Alliance (TERA)
- Professional Seed Collection and Propagation – Cal Poly Humboldt
- The NorCal BioCompetes Fund – CalForest WRX Alliance
- Innovation Fund – CalForest WRX
- Regional Destination Research Study – North Coast Tourism Council
- Travel Data Investment – North Coast Tourism Council
- The Forest Health Fund & Loan Program – CalForest WRX

### **Economic Development Finance (EDF) Working Group**

Regional Government Services, under a separate service contract with the Arcata Economic Development Corporation (AEDC) serving as the Redwood Region RISE Fiscal Agent, is facilitating the Redwood Region RISE Economic Development Finance (EDF) Working Group. The EDF Working Group is occurring in two phases with Phase 1 undertaken from January 2024 to June 2024, and Phase 2 following directly through December 2024. Additional information is readily available to the public at the following website: <https://ccrp.humboldt.edu/edf-working-group>

In support of the Educational and Capacity Building Efforts, the following Expert Sessions were hosted and made available to Working Group members. Recordings and slide shows from these meetings are available on the EDF Website: <https://ccrp.humboldt.edu/edf-working-group>.

#### **2/12/24 – Expert Session on Economic Development Finance 101**

- Gurbax Sahota, CEO, California Association for Local Economic Development (CALED)

#### **4/3/24 – Expert Session on Tax Increment Financing / Enhanced Infrastructure Finance Districts**

This expert session focused on Tax Increment Financing and Enhanced Infrastructure Finance Districts, and their role in advancing economic development goals. The session provided valuable insights and guidance on the establishment and benefits of TIF, particularly through the lens of Enhanced Infrastructure Financing Districts (EIFDs).



- Joseph Dieguez, Vice President, Kosmont Companies
- Scott Adair, Director of Economic Development, Humboldt County

#### **5/1/24 – Expert Session on Tribal Funding Considerations**

This expert session, hosted by the Redwood Region RISE's EDF Working Group, focused on the unique considerations surrounding Tribal Funding. This session was particularly focused on the experiences of Tribal leaders and experts as they navigated the complexities of securing funding for projects on Tribal lands.

- Sara Barbour, Deputy Director, Yurok Economic Development Corporation (YEDC)
- Jason Ramos, Tribal Administrator, CEO Tribal Business Enterprises, Tribal Council, Blue Lake Rancheria
- Ross Welch, Executive Director, Arcata Economic Development Corporation

#### **6/5/24 – Expert Session on New Market Tax Credits**

This expert session focused on New Market Tax Credits (NMTC) and their potential to stimulate investment in economically distressed communities. Attendees received an Overview of New Market Tax Credit 101 followed by a Q&A session and a deep dive into a local North Coast project that utilized NMTC.

- Jon Penkower, Principal, Bridge Strategic Partners & Managing Director, CSCDA

#### **8/7/24 – Expert Session on the Role of Philanthropy**

This expert session explored the role of foundations in supporting community development, and the balance between aligning with community priorities and broader mission-driven goals. Case studies, such as the Tahoe Forest and Monterey Bay DART's partnership with the Irvine Foundation, demonstrated how philanthropy can drive inclusive economic development and support sustainable job growth.

- Leila Roberts, Humboldt Area Foundation
- Jim Mayfield, Community Foundation of Mendocino County

#### **9/5/24 – Expert Session on Climate Financing**

This expert session featured key insights from organizations advancing ecological restoration and energy projects through innovative finance models. Speakers discussed tools for blending public and private funds to accelerate forest restoration and promote long-term resilience; strategies for leveraging tax credits and state programs to finance energy projects; as well as climate infrastructure financing through loans, credit enhancements, and greenhouse gas reduction efforts.

- Phil Saksa, Blue Forest
- Matthew Marshall, Blue Lake Rancheria
- Daniel Adomian, California Infrastructure and Economic Development Bank (IBank)

RGS is taking on an expanded role providing Technical Assistance to Sector Table leads in preparing evaluation frameworks for subsequent Catalyst and Implementation funding rounds.

#### **Sonoma County - Bay Area Jobs First Collaborative**

The Bay Area Jobs First Collaborative has officially opened its catalyst funding application. Project proposals are due Friday September 20, 2024. The Sonoma County EDB submitted a project proposal for

\$300,000 to fund an Ag-Tech Innovation Hub Feasibility Study for the North Bay that will leverage the May 2023 SMEDD Ag-Tech Brainstorming Session. The feasibility study would investigate key partnerships, regionally unique focus areas, functions, services, phasing options and location alternatives for a potential North Bay Ag-Tech Innovation Hub. Additionally, the feasibility study will include a pilot project that will analyze the reuse and repurpose of the Manzana facility that is scheduled to be vacated in 2026. The facility currently employs 180 people and is the primary market provider for Sonoma and Mendocino Apple growers. The Bay Area Jobs First Collaborative is expected to announce awards some time in November.

**ALTERNATIVES:**

**1:** Receive and file the California Jobs First: Redwood Region RISE; North Bay Working Group; EDF Working Group update

**2:** Consider, *modify*, and approve the recommendation for the District to receive and file the California Jobs First: Redwood Region RISE; North Bay Working Group; EDF Working Group update

**3:** Other approach(s) may be developed after public comments and Board deliberations.

**4:** Decline to act.

**RECOMMENDATION for Alternative 1:**

Move to:

- Receive and file an Update on California Jobs First: Redwood Region RISE; North Bay Working Group; EDF Working Group



**DATE:** September 20, 2024

**TO:** Board of Directors

**FROM:** Josh Metz, Regional Government Services, District Manager  
Tracy Fuller, Regional Government Services  
Bradley Johnson, Sonoma County Economic Development Board, Management Analyst  
Anna Macken, Mendocino County, Administrative Analyst II

**SUBJECT:** Discuss and Consider Recruitment and Appointment of a SMEDD-Appointed At-Large Member

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**STATEMENT OF ISSUE:**

The purpose of this item is to update the Sonoma Mendocino Economic Development District (SMEDD) Board of Directors on the status of Board recruitment efforts in Mendocino and Sonoma counties, provide an update on County processes, and recommendations to fill the At-Large board positions.

**FINANCIAL IMPACTS:**

There are no anticipated financial impacts.

**BACKGROUND:**

The SMEDD Board has nine seats. One seat is currently vacant. The remaining vacant seat is a singular At-Large seat to be appointed by the Board of Directors of the SMEDD. The purpose of this item is to provide the SMEDD Board with the opportunity to discuss and take action as may be appropriate to fill the vacant At-Large seat that must be appointed by the SMEDD Board of Directors.

**DISCUSSION:**

The SMEDD has posted the vacancy on the SMEDD web page, and invites interested individuals to apply. The Board may wish to personally recruit candidates.

If the SMEDD Board would like to recruit with an application process, an application form could be based upon the existing forms used by the Counties. The At-Large vacancy could be publicized either with an application deadline or as “open-until-filled”. At this point, vacancy has been publicized without any deadlines for submittals.

The SMEDD Board should discuss a process and timeline for recruiting and filling the vacant At-Large seat, which is the Board’s only At-Large seat and the only seat appointed directly by the SMEDD Board.

**ALTERNATIVES:**

**1:** Discuss and Consider Recruitment and Appointment of a SMEDD-Appointed At-Large Member. Provide Direction to the General Manager if appropriate.

**2:** Consider, *modify*, and approve the recommendation to Discuss and Consider Recruitment and Appointment of a SMEDD-Appointed At-Large Member and of Members Appointed by the Mendocino and Sonoma County Boards of Supervisors. Provide Direction to the General Manager if appropriate.

**3:** Other approach(s) as may be developed after public comments and Board deliberations.

**4:** Decline to act.

**RECOMMENDATION for Alternative 1:**

Move to:

- Discuss and Consider Recruitment and Appointment of a SMEDD-Appointed At-Large Member. Provide Direction to the General Manager if appropriate.