

**NORTH BAY WATER REUSE AUTHORITY
TECHNICAL ADVISORY COMMITTEE**

Thursday, June 6, 2024

Agenda

2:00 PM

Zoom Meeting: <https://us02web.zoom.us/j/89055428051>

	1.		Call to Order and Self Introductions
	2.	Action	Approval of Agenda
	3.		Public Comments
Pages 2 – 3	4.	Action	TAC Meeting Minutes of April 4, 2024
	5.	Discussion	Review Directors from Each Agency
Pages 4 – 5	6.	Discussion	Resilience Arena Status Reports
Page 6	7.	Discussion	Title XVI Funding Opportunity
Pages 7 – 8	8.	Discussion	FY2024/25 Budget
Page 9	9.	Discussion	Plans for Next Board Meeting
	10.	Information	Next Meeting, July 4, 2024 (move to July 11?)
	11.		Adjournment

**North Bay Water Reuse Authority
Technical Advisory Committee
Zoom Meeting Minutes
April 4, 2024**

DRAFT

Approved _____

1. Call to Order and Self Introductions

Acting Chair Kevin Booker called the Technical Advisory Committee (TAC) meeting to order at 2:04 p.m. on Thursday, April 4, 2024. The meeting was a Zoom meeting only and attendees participated via the following link: <https://us02web.zoom.us/j/81859156246>.

Committee Members Present

Kevin Booker, Acting Chair	Sonoma Water
Lucy Croy	Marin Water
Andrew Damron	Napa Sanitation District
Judd Goodman	Marin County
Curtis Paxton	Las Gallinas Valley Sanitary District
Tony Williams	North Marin Water District

Others Present

Member Agencies
None

Consultant Team

Chuck Weir, Program Manager	Weir Technical Services
Rene Guillen	Brown & Caldwell
Jim O’Toole	ESA
Dawn Taffler	Kennedy Jenks
Karina Yap	Kennedy Jenks

2. Approval of the Agenda

The Agenda was approved with no changes.

3. Public Comments

There were no public comments.

4. TAC Meeting Minutes of December 7, 2023

The TAC Meeting Minutes of December 7, 2023 were unanimously approved.

5. Resilience Arena Status Reports

Rene Guillen, Jim O’Toole, Dawn Taffler, and Karina Yap provided status reports on the three Resilience Arena Projects: Recycled Water Support, Drought Contingency Planning, and Sea Level Rise Adaptation, NEPA, and the financial capability report.

6. Title XVI Funding Opportunity

There will be a funding opportunity available soon and agencies that have projects ready should start preparing for the application process.

7. Collaborative Efforts with NBWA

There are no updates on this effort. It has been difficult scheduling a meeting among the principals.

8. FY2024/25 Budget

A budget for FY2024/25 will need to be considered if projects arise or if the resilience arena projects require additional funding. Sonoma Water will require additional funds for administrative tasks.

9. Plans for Next Board Meeting

It was agreed that a Board meeting needs to be held to update the Board on Phase 1 closeout, Phase 2 projects, Resilience Arena Projects, and FY2024/25 Budget needs. It was agreed to schedule a meeting for the last Monday in June, June 24, 2024 at the regular time of 9:20 a.m. via Zoom.

10. Next Meeting

The next meeting is scheduled for January 24, 2024. The same schedule will be used for 2024, first Thursday of the month from 2:00 to 3:00 p.m. via Zoom.

11. Adjournment

There being no further business, Acting Chair Booker adjourned the meeting at 2:50 p.m.

ITEM NO. 6 RESILIENCE ARENA STATUS REPORTS

Action Requested

None at this time.

Summary

Resiliency Arena 1: Recycled Water Support

- **NEPA Status**
 - Draft Biological Assessment
 - Submitted by Reclamation in May to USFWS and NOAA Fisheries to Initiate 135-day Section 7 Consultation.
 - Environmental Assessment/FONSI
 - ESA resolving additional Reclamation Comments received 5.15. Anticipate Revised Submittal 6.7.24 for Reclamation circulation.
 - Cultural Resources Section 106 Addendum
 - Documentation submitted to SHPO and Tribal Representatives in May to initiate 90-day Section 106 Consultation.
- **Financial Capability Determination Analysis Status**
 - Draft NBWRA Financial Capability Determination (FCD) Report has been reviewed by BC and updated by KJ.
 - We had a call with Reclamation on Friday, 5/31/24 (Karina, Dawn, Rene, Kevin) and have gotten their OK on the content we are submitting.
 - We've made updates to the 2019 report using more recent financial information for all agencies.
 - Remaining step is to provide additional information for the City of Petaluma (currently in progress) since they're actively seeking grant funding (new information not previously needed in 2019)
 - Sonoma Water, as grant admin, does not need to have financial capability information updated.
- **Next Steps:** Continue to make progress on both the environmental documentation and the FCD Report for review and final approval from Reclamation.
- **Timeline:** The team hopes to have the NEPA process completed by late Summer/early Fall. The draft FCD report is close, NBWRA should plan on having the document submitted to Reclamation in the coming weeks.

Resiliency Arena 3: Drought Contingency Planning

- **Project Status**
 - Team has started the process of reviewing Reclamation's drought framework.
 - Reached out to the participating agencies to set up a kickoff meeting.

- **Next Steps:** Continue to review drought framework and develop content for the kickoff meeting with the participating agencies.
- **Timeline:** The Technical Team reached out to the participating agencies to establish a date and time that works best for to attend a Teams call to get the study kicked off.

Resiliency Arena 4: Sea Level Rise Adaptation

- Project Status
 - ESA has convened 3 workshop meetings with SLR Vision Agencies.
 - Draft TM1 with Vision, Goals Objectives; Planning Criteria and Study Areas
 - Received comments from Agencies.
 - Revising TM1 to resolve comments and finalize Vision, Goals, Objectives, Planning Criteria and Study Area.
- **Next Steps:** Team plans on conducting additional outreach to Private Property Owners, SMART, Sonoma County and SFEI.
- **Timeline:** The next scheduled Meeting is June 19th. Agenda Topics include:
 - Review Revised TM1.
 - Draft Review Criteria.
 - Draft Vulnerability Analysis.

Recommendation

None at this time.

ITEM NO. 7 Title XVI Funding Opportunity

Action Requested

None at this time.

Summary

Details on Funding Opportunity

- Title XVI NOFO is currently live.
- NOFO included two submittal periods:
 - December 7, 2023 (closed)
 - **September 30, 2024**
- **Work included in the grant request would need to be completed within three years of the applications submittal deadline (i.e., September 30, 2027).**
- Non-Federal Cost-Share of 75% or more is required.
- Funding for this opportunity is being provided by the Bipartisan Infrastructure Law.

Status of Existing Title XVI Funding Request

- **Team is actively working with Reclamation to finish both NEPA and the FCD Report, both items must be reviewed and approved by Reclamation before funds can be disbursed.**
- Working with City of Petaluma on refining scope of the projects to be included in the grant agreement with Reclamation.

Recommendation

Recommended Next Steps

- **Agencies should assess willingness/readiness to proceed with Phase 2 Program projects.**
- Team was successful in procuring funds for the City of Petaluma during the last funding cycle. **NBWRA should try to capitalize on the momentum of the recent grant award to try and secure additional funds to help with the implementation of projects.**
- Both NEPA and the Financial Capability Determination should be completed by late Summer/early Fall. Reporting requirements shouldn't cause any further delay in disbursement of funds.
- **Change in political landscape always adds a level of uncertainty surrounding the availability of grant funds. If projects are ready to proceed its strongly encouraged you all consider applying during this cycle.**

ITEM NO. 8 FY2024/25 BUDGET

Action Requested

It is recommended that the TAC review and approve the proposed budgets for the respective Resilience Arenas for the FY2024/25 Budget

Summary

Below is a summary of the consultant budget request for the next fiscal year.

Proposed Budget for FY 2024/25 by Resilience Arena

Resiliency Arena 1 – Recycled Water

- \$34K to finalize NEPA process and facilitate the USFWS Section 7 Consultation.
- \$25K for a future update to the FCD Report.
- \$27K to support the development of one additional grant application.
- \$64K for continued PM support including TAC and Board meeting attendance.
- **Total: \$150K**

Costs by Agency (note that this assumes the same cost allocation model we’ve been using for Phase 2):

Total Budget	LGVSD	Napa SD	Novato SD	SVCSD	SCWA	NMWD	Napa County	Petaluma	MMWD	American Canyon
\$150,000	\$0	\$17,006	\$17,854	\$15,849	\$18,890	\$0	\$0	\$38,883	\$19,120	\$22,398

Resiliency Arena 4 – Sea Level Rise Adaptation

- \$20K for additional agency engagement and study area development/expansion.
- \$11K for analysis on risks and vulnerabilities within the study area.
- \$10K for development of adaptation strategies.
- \$20K for continued PM support and additional collaboration meetings.
- \$25K to assess funding application opportunities as part of next steps for the study.
- **Total Budget: \$87K**

Assuming this proposed budget is spread amongst all of the participating agencies equally, the cost by agency is as follows:

Total Budget	Marin County	LGVSD	Petaluma	Sonoma Water	SVCSD
\$ 87,488	\$ 17,498	\$ 17,498	\$ 17,498	\$ 17,498	\$ 17,498

Sonoma Water Administrative Costs

An estimate of administrative costs has not yet been received from Sonoma Water. The Program Manager’s agreement runs through June 30, 2024. There will be some funds

remaining that can be carried over into FY2024/25, but the Program Manager does not intend to seek an extension or a new agreement. Administrative costs are joint use and are shared by all agencies except Associate Members. Associate Members pay \$5,000 per year.

Recommendation

It is recommended that the TAC review and consider and approve for Board approval at the June 24, 2022 Board Meeting each of the Resilience Arena budgets described in this report. Administrative costs will be added once they are available.

ITEM NO. 9 PLANS FOR NEXT BOARD MEETING

Action Requested

The next Board meeting is scheduled for Monday, June 24, 2024 at 9:30 a.m. via Zoom.

Summary

The Board last met on April 24, 2023. The Board should be updated on the following:

1. Status of Phase 1 closeout and reconciliation.
2. Status of Phase 2 projects.
3. Status of the Resilience Area projects
4. Financial Report
5. FY24/25 Budget needs to be approved
6. Other Items

Recommendation

Discuss plans for the Board meeting scheduled for June 24, 2024 at 9:30 a.m. via Zoom.