

**North Bay Water Reuse Authority
Technical Advisory Committee
Zoom Meeting Minutes
June 6, 2024
Approved July 11, 2024**

1. Call to Order and Self Introductions

Acting Chair Chuck Weir called the Technical Advisory Committee (TAC) meeting to order at 2:04 p.m. on Thursday, June 6, 2024. The meeting was a Zoom meeting only and attendees participated via the following link: <https://us02web.zoom.us/j/81859156246>.

Committee Members Present

| | |
|------------------|---------------------------------------|
| Lucy Croy | Marin Water |
| Erik Brown | Novato Sanitation District |
| Andrew Damron | Napa Sanitation District |
| Judd Goodman | Marin County |
| Oriana Hart | Petaluma |
| Curtis Paxton | Las Gallinas Valley Sanitary District |
| Chelsea Thompson | Petaluma |

Others Present

| | |
|-----------------------|---------------------------------------|
| Member Agencies | |
| Dale McDonald | Las Gallinas Valley Sanitary District |
| Gina Benedetti-Petnic | Petaluma |

| | |
|------------------|----------------|
| Public | |
| Charles Gardiner | Catalyst Group |

Consultant Team

| | |
|-----------------------------|-------------------------|
| Chuck Weir, Program Manager | Weir Technical Services |
| Rene Guillen | Brown & Caldwell |
| Mark Millan | Data Instincts |
| Jim O'Toole | ESA |
| Michael Savage | Data Instincts |
| 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 April 4, 2024

The TAC Meeting Minutes of April 4, 2024 were approved with one abstention.

5. Review Directors from Each Agency

The Program Manager and Mark Millan requested updated information from each agency for both the Director and Alternate to ensure the distribution lists and website were accurate. The Program Manager will send an email to the TAC requesting the information.

6. Resilience Arena Status Reports

Rene Guillen, Jim O’Toole, and Karina Yap discussed the Recycled Water Resilience Arena, including status of NEPA required items, financial capability analysis, time line, and next steps. Petaluma is interested in seeking funding.

Rene Guillen discussed the Drought Contingency Planning Resilience Arena, including scheduling a kickoff meeting. Mike Savage gave a brief history of the study including the initial efforts by Napa Sanitation District. He also stated that having a plan allows funding of identified projects through USBR.

Jim O’Toole discussed the Sea Level Rise Resilience Arena, including the three workshops that have been held and the status of Tech Memo No. 1.

7. Title XVI Funding Opportunity

Rene Guillen discussed the upcoming funding opportunity through Title XVI. It is applicable to all Phase 2 projects. There is budget remaining to process a grant application. Following discussion, it was agreed to send applicable descriptions of the Phase 2 projects from the Feasibility Study. It was further pointed out that timing is key for these projects to get in the queue for both Title XVI and SRF funding now, since once the Bay Area POTWs start seeking funding to comply with the Nutrients Watershed Permit there is unlikely to be funding available through the SRF. In addition, USBR is eager to distribute funds before the November election.

8. FY2024/25 Budget

Rene Guillen and Jim O’Toole discussed budget needs for FY2024/25. It should be noted that there was no budget for FY2023/24 Funds from FY2022/23 are still being used in FY2023/24. For FY2024/25 the following funds are required:

| | |
|---|-------------------|
| Recycled Water Resilience Arena | \$150,000 |
| Sea Level Rise Resilience Arena | \$87,488 |
| Drought Contingency Planning Resilience Arena | None at this time |
| Sonoma Water Administration | To be determined |
| Program Management | To be determined |

It was noted that the cost sharing in the packet was incorrect. The cost sharing will be the same as in the FY2022/23 budget. It was also noted that the Program Manager’s agreement ends on June 30, 2024 and it will not be renewed. If funds are available in the agreement the Program Manager is willing to stay until the funds are gone. This is subject to approval by Sonoma Water. Since the level of effort is so small at this time it does not make sense to do an RFP for a new Program Manager. Instead Sonoma Water should be able to manage.

A draft budget with the correct cost sharing will be sent to the TAC after the meeting. It will include estimates for Sonoma Water administration and program management. The TAC is

requested to review this with their Board member so that there will be no surprises at the Board meeting.

9. Plans for Next Board Meeting

A Board meeting has been scheduled for June 24, 2024 at 9:30 a.m. via Zoom. 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

In addition, since there are likely to be new participants the history of NBWRA should be reviewed.

10. Next Meeting

The next meeting is scheduled for July 4, 2024. Since this is a holiday, the meeting will be moved to July 11, 2024 at the usual time of 2:00 p.m.

11. Adjournment

There being no further business, the meeting was adjourned at 3:05 p.m.