

**North Bay Water Reuse Authority
Board of Directors Meeting
April 19, 2021**

1. Call to Order

Chair Rabbitt called the meeting to order at 9:34 a.m. on Monday, April 19, 2021. Due to Shelter in Place Orders, this meeting was a Zoom only meeting. Meeting participants and the public participated via the following link: <https://us02web.zoom/j/82068982789>.

2. Roll Call

PRESENT:	David Rabbitt, Chair	Sonoma Water
	Belia Ramos, Vice Chair	Napa County
	Jack Baker	North Marin Water District
	Brian Barnacle	City of Petaluma
	Mike Prinz	Las Gallinas Valley Sanitary District
	Jack Gibson	Marin Municipal Water District
	Susan Gorin	Sonoma Valley County Sanitation District
	Dennis Rodoni	Marin County
	Scott Sedgley	Napa Sanitation District
	Pierre Washington	City of American Canyon

ABSENT: Carole Dillon-Knutson, Novato Sanitary District

OTHERS

PRESENT:	Chuck Weir, Program Manager	Weir Technical Services
	Kevin Booker	Sonoma Water
	Jason Beatty	City of Petaluma
	Lorenzo Cordova	Marin County
	Anne Crealock	Sonoma Water
	Grant Davis	Sonoma Water
	Jason Farnsworth	City of Petaluma
	Jim Grossi	North Marin Water District
	Rene Guillen	Brown & Caldwell
	Pam Jeane	Sonoma Water
	Drew McIntyre	North Marin Water District
	Mark Millan	Data Instincts
	Jim O'Toole	ESA
	Larry Russell	Marin Municipal Water District
	Mike Savage	Data Instincts
	Paul Sellier	Marin Municipal Water District
	Brad Sherwood	Sonoma Water
	Jake Spaulding	Sonoma Water
	Dawn Taffler	Kennedy Jenks Consultants
	Tony Williams	North Marin Water District

3. Public Comments

There were no members of the public.

4. Introductions

For the benefit of new Board members, introductions were made.

5. Board Meeting Minutes of October 26, 2020.

Vice Chair Ramos noted that she should be listed as absent on the minutes. On a motion by Director Baker, seconded by Director Rodoni, the minutes of the February 22, 2021 meeting were approved unanimously as amended by the Board by a roll call vote.

6. Report from the Chair

Chair Rabbitt summarized the March 8, 2021 meeting of the subgroup and thanked the members for their efforts.

6.a Subgroup meeting of March 8, 2021

The Board reviewed the summary of the Zoom Meeting.

7. Consultant Progress Reports

The Board reviewed the consultant progress reports for the period January - March 2021.

8. Financial Reports for Fiscal Year Ending June 30, 2021.

The Board reviewed the financial reports for the period ending June 30, 2021. Jake Spaulding noted that there were some errors in the last report and they have all been corrected.

9. Brief History of NBWRA and Transition to the Future

Chair Rabbitt introduced this item and thanked the subgroup for their efforts in getting the Board to this point. He introduced Kevin Booker to start the workshop. Mr. Booker noted that there were only a few people including Mike Savage, Jim O'Toole, Pam Jeane, and himself who were present when NBWRA started in 2002. He indicated that the purpose of the workshop was to engage the Board and TAC in a series of topics that might impact water and wastewater agencies into the future. Not all topics will apply to each agency. At the end of the process the subgroup would develop Venn diagrams to indicate which topics apply to which agencies. At that point plans could be made to determine how NBWRA can assist the agencies in addressing their needs through cooperative study and funding efforts. He then introduced Mike Savage to provide a history of NBWRA. Mr. Savage discussed the origins, development of an MOU, chronology, Phase 1, and Phase 2 projects.

Kevin Booker then discussed the successes of NBWRA, including the economic and financial benefits, and the receipt of \$38.81M for an investment of \$12.86M. He also discussed the environmental and water supply benefits of the Phase 1 and Phase 2 projects. Mr. Booker then focused on the results of the Title XVI and state funding programs. He indicated that NBWRA is well recognized and is continuously encouraged to apply for state and federal funding. Grant Davis noted that one of the side benefits of NBWRA was the funding for Napa County's Drought Contingency Plan. Mr. Booker also noted that drought, supply issues, and new regulations are not going to go away and that NBWRA must evolve to meet a myriad of future challenges.

Mr. Booker, Mr. Davis, Chair Rabbitt, and others discussed the list of water issues for the future including groundwater, wastewater, stormwater, recycled water, drought contingency, climate and sea level rise, and energy.

Director Sedgley stated that NBWRA has been beneficial for Napa County, but that politics often plays a role in approving projects. He encouraged NBWRA to assist with coordinating with local

Resource Conservation Districts and advocacy for legislators. Director Barnacle agreed that NBWRA should assist with policy development. Director Russell stated that there was a lot of information and much to think about and indicated that decisions should wait for the next Board meeting.

Program Manager Weir thanked Mr. Russell for providing a segue to a plan that the subgroup has discussed and is seeking input from the Board. Mr. Weir explained that the plan would involve holding three meetings, one in each county for the agencies in that specific county. Participants would include NBWRA Board and TAC members and would be facilitated by the subgroup. Once the meetings are completed the subgroup would provide a summary for the next meeting.

Chair Rabbitt stated that in addition to policy the main purpose of NBWRA is to develop funding for specific projects. The individual meetings would allow the subgroup to tie all the issues together such that projects and solutions can be developed over time.

Larry Russell encouraged having discussions with Senator Hertzberg since it is likely his bill to prohibit discharge of treated wastewater to bays and the ocean will likely resurface. Mr. Weir agreed and noted that currently Hertzberg is focusing on a bill to allow wastewater agencies to collect and treat stormwater. Mr. Russel also discussed alternative uses for recycled water, such as in the dairy industry or to San Quentin.

Chair Rabbitt thanked everybody for their comments and looked forward to the results of the three county meetings.

10. Approval of Fiscal Year 2021/22 Budget

Jake Spaulding noted that based on the discussion from the workshop that he was going to recommend a revision to the proposed budget. The draft budget recommended a contribution of \$5,000 from each of the ten member agencies to the joint use account for continuation of NBWRA activities. He recommended that the contribution be increased to \$10,000 for each member agency and \$5,000 from associate member Marin County for a total of \$105,000. That level would provide \$60,000 for Brown and Caldwell for their efforts in the three county meetings, \$40,000 for Sonoma Water administrative activities, and \$5,000 in contingency funds.

A motion by Director Barnacle, seconded by Director Gorin to approve the revised FY2021/22 Budget as described was unanimously approved by a roll call vote.

11. Approval of Agreement Extensions for Brown and Caldwell for Engineering, Environmental, and Outreach Services and for Weir Technical Services for Program Management Services.

Jake Spaulding explained that with the approval of the FY2021/22 Budget he was recommending an extension of the Brown and Caldwell agreement with the addition of \$60,000 to Optional Task 7 to complete the three county workshops and then develop a scope of work for the remainder of FY21/22. Said scope of work will be based on actions to be taken by the Board at the next meeting based on the three county meetings. He also recommended a no cost two year extension to the agreement with Weir Technical Services. Both agreements need to be approved by the Sonoma Water Board of Directors, which will likely occur in July 2021.

A motion by Vice Chair Ramos, seconded by Director Gorin was unanimously approved by a roll call vote.

12. Phase 1: Status of Reconciliation and Closeout Activities

Jake Spaulding gave an update on the reconciliation and close out activities for Phase 1. He noted that the Las Gallinas Valley Sanitary District project has now been completed and the District has issued a press release to that effect. Sonoma Water is in the process of gathering all needed documentation from the Phase 1 agencies. The final date for closeout is September 30, 2021, but he anticipates it will be sooner. He further noted that he wants to make sure that all available federal funds have been utilized.

13. Status of Phase 2

Rene Guillen provided an update on the status of the Phase 2. The subgroup continues to work on developing the necessary information to include a Marin County project in Phase 2. The process also includes determining the buy in costs for Marin County. Many factors have to be considered since including Marin's project would likely be beneficial to the success of obtaining funding.

14. WIIN Application Status

Rene Guillen provided an update on the WIIN application status. Reclamation released notice of a funding opportunity on March 24, 2021 that was due on April 23, 2021. Submittal of an application for City of Petaluma and City of American Canyon was considered but ultimately it was decided to hold off until the next opportunity. The timing did not allow development of all the items required. The team will continue to work with the agencies to be prepared to submit an application at the next funding opportunity.

On a relate note, the Board reviewed the status of Assembly Bond 2021, which will provide funding for Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, and Workforce Development.

15. Items for the Next Agenda

Chair Rabbitt listed the items for the next agenda. The items will include the regular reports, results of the three county meetings, possible amendments to the FY2021/22 Budget based on said meetings, Phase 1 and Phase 2 Status Reports, and WIIN application status. The size of the budget will depend on additional activities and opportunities that NBWRA choses to address. Director Barnacle asked if it would be possible to indicate the potential funding that could be available for the various new issues being considered by NBWRA. Grant Davis requested that addressing climate change be specifically included in the issue matrix rather than just a part of some of the issues.

Mr. Weir displayed a list of possible dates for the next meeting and recommended July 26, 2021 to allow adequate time to plan for and conduct the three county meetings. The Board concurred and the meeting was scheduled for July 26, 2021. It is not yet known whether or not face to face meetings would be allowed. Director Gorin suggested a hybrid meeting to minimize driving to Novato. All of this will depend on actions taken by Governor Newsom as well as potential legislation being considered in Sacramento.

16. Comments from the Chair, Board, and Member Agencies.

There were no comments from the Chair, Board, and Member Agencies.

17. Adjournment

Chair Rabbitt adjourned the meeting at 10:48 a.m. The next meeting will be Monday, July 26, 2021 at 9:30 a.m. at location to be announced. It could be at Novato City Hall, another Zoom meeting, or some hybrid meeting depending on Shelter in Place Orders.

Minutes approved by the Board July 26, 2021.

Charles V. Weir
Program Manager

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