

**North Bay Water Reuse Authority  
Board of Directors Meeting  
July 26, 2021**

**1. Call to Order**

Vice Chair Ramos called the meeting to order at 9:32 a.m. on Monday, July 26, 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/83691236357>.

**2. Roll Call**

<b>PRESENT:</b>	Belia Ramos, Vice Chair	Napa County
	Jack Baker	North Marin Water District
	Brian Barnacle	City of Petaluma
	Grant Davis	Sonoma Water
	Jack Gibson	Marin Municipal Water District
	Susan Gorin	Sonoma Valley County Sanitation District
	Sandeep Karkal	Novato Sanitary District
	Dennis Rodoni	Marin County
	Scott Sedgley	Napa Sanitation District

<b>ABSENT:</b>	Pierre Washington	City of American Canyon
	Rabi Elias	Las Gallinas Valley Sanitary District
	David Rabbitt	Sonoma Water

**OTHERS**

<b>PRESENT:</b>	Chuck Weir, Program Manager	Weir Technical Services
	Kevin Booker	Sonoma Water
	Lucy Croy	North Marin Water District
	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**

Introductions were not made.

#### **5. Board Meeting Minutes of April 19, 2021.**

On a motion by Director Baker, seconded by Director Barnacle, the minutes of the April 19, 2021, meeting were unanimously approved by the Board by a roll call vote.

#### **6. Report from the Chair**

##### **6.a Subgroup meeting of March 8, 2021**

The Board reviewed the May 4, June 8, and July 15 meetings of the subgroup. The group prepared, finalized, distributed, and tracked the results of the issues survey that was sent to all Board and TAC members. The subgroup also hosted the three county meetings as described in Agenda Item No. 11.

#### **7. Consultant Progress Reports**

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

#### **8. Authorize Sonoma County Water Agency to Amend Agreement for Program Management for North Bay Water Reuse Authority with Charles V. Weir dba Weir Technical Services.**

Program Manager Weir described the intent of the amendment and noted that it had been approved by County Water Agency earlier this month. The NBWRA Board is also required to approve the amendment. On a motion by Director Rodoni, seconded by Director Baker, the agreement amendment for Program Management Services with Charles V. Weir was unanimously approved by a roll call vote.

#### **9. Financial Reports for Fiscal Year Ending June 30, 2021.**

The Board reviewed the financial reports for the period ending June 30, 2021. Based on a question from Drew McIntyre, Jake Spaulding noted that there was an error on page 28 of the report. A formula got dropped from the spreadsheet and it will be corrected in the final report for the next meeting.

#### **10. Three-Year Agreement with Granicus for a DisclosureDocs Subscription to Manage and File Form 700s for NBWRA.**

Program Manager Weir described the purpose of the agreement and how it would simplify the Form 700 filing process. On a motion by Director Barnacle, seconded by Director Baker, the agreement with Granicus for a DisclosureDocs Subscription to Manage and File Form 700s was unanimously approved by a roll call vote.

#### **11. Summary of Three County Meetings**

Program Manager Weir provided a brief summary of the three county meetings as well as an introduction to Item No. 12, Future Direction and Next Steps for NBWRA. He indicated that the consultant team would provide a presentation on both items. He then introduced Rene Guillen to discuss the results of the survey and three county meetings. Mr. Guillen provided a brief history of NBWRA's cooperative successes with Phase 1 and Phase 2 and that the total value of projects is approximately \$180,000,000. Nearly \$39 million has been received from state and federal grants.

Mr. Guillen then summarized the three meetings and noted that the highest scoring issues were non potable and potable recycled water, drought response, stormwater management/flood control, and climate change/sea level rise. The results were only slightly different for water as compared to wastewater agencies. Director Barnacle asked about the distributed energy results as there seemed to be an error. Staff has since rechecked and concluded they were in fact accurate. For this topic, the overall score was 2.11, water agencies, 2.00 and wastewater agencies 2.20. Mr. Guillen then introduced Jim O'Toole to continue the presentation for Agenda Item No. 12.

## **12. Future Direction and Next Steps for NBWRA**

Jim O'Toole continued the presentation as noted in Agenda Item No. 11. Mr. O'Toole noted that North Bay agencies all face common resiliency threats: Water supply / drought, saline intrusion, sea level rise, and changing regulations. Many of these issues go beyond water recycling and can best be addressed through a cooperative effort such as NBWRA and that NBWRA is well positioned to address a broader resilience planning approach that can evaluate funding source opportunities for each issue area. He further discussed four resilience areas and their potential funding opportunities: Recycled Water, Potable Reuse, Drought Contingency, and Sea Level Rise. He then discussed the possible funding from the new administration's Infrastructure Plan. Mr. O'Toole then discussed a potential roadmap and discussed the draft brochure included in the packet that could lead to the evolution of North Bay Water Reuse Authority to the North Bay Water Resilience Authority.

Mr. Weir summarized the discussion and outlined potential next steps that would include identifying potential projects and evaluating potential funding opportunities to develop funding strategies. This would ultimately lead to development of scopes of work, budget modifications, and potential modifications to the Memorandum of Understanding. A more detailed framework would be presented at the next Board meeting. At this point the presentation ended and the Board and TAC were asked to provide direction to the technical team.

Vice Chair Ramos and Directors Sedgley, Gorin, Barnacle, and Rodoni all spoke in favor of continuing to pursue additional opportunities for NBWRA as the cooperative program that has been developed is well suited to expand into other issue areas as discussed. Vice Chair Ramos summarized the discussion and asked the technical team to bring back potential options and recommendations for moving forward at the next meeting. No new budget for these activities was discussed. The technical team will use up to the current available budget to address the request.

## **13. 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 all projects have been completed and that the final date for closeout is September 30, 2021. He noted that the final report is in development and that they would be reaching out to the Phase 1 members for assistance in completing the report.

## **14. Status of Phase 2**

Rene Guillen provided an update on the status of the Phase 2. Projects for SVCSD and Petaluma have been incorporated into the Phase 2 program and agreed to by Reclamation. A formal acceptance letter is in development and should be received within a few weeks.

### **15. Items for the Next Agenda**

Items for the next Agenda include regular reports, Phase 1 and Phase 2 Status Reports, Water Bond Status, options for possible future projects, funding opportunities, budget considerations, and future meeting logistics.

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

There were no comments from the Chair, Board, and Member Agencies. The Board discussed options for the next meeting and agreed on September 27, 2021, at the regular time of 9:30 a.m. Board members supported continuation of virtual meetings in order to minimize driving and associated impacts.

### **17. Adjournment**

Vice Chair Ramos adjourned the meeting at 10:34 a.m. The next meeting will be Monday, September 27, 2021, at 9:30 a.m. via Zoom.

Minutes approved by the Board September 27, 2021.

Charles V. Weir  
Program Manager

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