

**North Bay Water Reuse Authority
Technical Advisory Committee
Zoom Meeting Minutes
January 11, 2022
Approved February 2, 2022**

1. Call to Order and Self Introductions

The Technical Advisory Committee (TAC) meeting was called to order at 10:06 a.m. on Tuesday, January 11, 2022. The meeting was a Zoom meeting only and attendees participated via the following link: <https://us02web.zoom.us/j/89329710788>

Committee Members Present

Cristopher Bolt	City of Petaluma
Grant Davis	Sonoma Water
Tim Healy	Napa Sanitation District
Pam Jeane	Sonoma Valley County Sanitation District
Sandeep Karkal	Novato Sanitary District
Liz Lewis	Marin County
Drew McIntyre	North Marin Water District
Paul Sellier	Marin Municipal Water District

Others Present

Member Agencies

Kevin Booker	Sonoma Water
Jason Farnsworth	City of Petaluma
Brad Sherwood	Sonoma Water
Jake Spaulding	Sonoma Water
Tony Williams	North Marin Water District

Consultant Team

Chuck Weir, Program Manager	Weir Technical Services
Rene Guillen	Brown & Caldwell
Mark Millan	Data Instincts
Jim O'Toole	ESA
Mike Savage	Brown and Caldwell
Dawn Taffler	Kennedy Jenks

2. Approval of the Agenda

The Agenda was approved.

3. Public Comments

There were no public comments.

4. Summary of Direction from the NBWRA Board

The Program Manager provided a summary of the action taken by the Board regarding the TAC at the November 29, 2021 Board meeting. Items approved by the Board included the following:

- Board formally reestablished the TAC to review issues and provide recommendations to agency boards and the NBWRA Board.
- Have the TAC elect a Chair and Vice Chair to be responsible for running TAC meetings and reporting to the Board.
- Set up a schedule through 2022 for both the Board and TAC with the TAC meeting before Board meetings.
- The consultant team offer its assistance to the TAC (and ultimately to the Board) in terms of preparing TAC agendas, reports and recommendations for Board consideration.

This was an information item only, requiring no action by the TAC.

5. TAC Organization – Selection of a Chair and Vice Chair

The Program Manager noted that the last time the TAC met formally was in 2016 and that Tim Healy was the Chair and Pam Jeane was the Vice Chair. Drew McIntyre suggested that both Tim Healy and Pam Jeane be asked to return to their position. Both individuals stated that they were willing to serve. A motion by Drew McIntyre, seconded by Grant Davis, to elect Tim Healy as the Chair and Pam Jeane as the Vice Chair was unanimously approved by the TAC by a roll call vote.

6. Activities of NBWRA and NBWA – Potential Duplicative Efforts

At this point Chair Healy ran the meeting with assistance from the Consultant team. As noted in the NBWA meeting summary from November 5, 2021, NBWA recognizes the potential for duplication between the two organizations. The summary included the following bullet point: Distinguish missions & align NBWA/NBWRA initiatives. TAC members described their experiences with both organizations and noted that both provide useful services to their members. NBWA focuses on watershed issues but is looking to use the “One Water” approach that was discussed by NBWRA several years ago. NBWRA is focused on obtaining for its member agencies projects. The prospect of a meeting with the NBWRA Program Manager, NBWA Executive Director, the Chairs of NBWA and NBWRA, and the TAC Chair was discussed. The NBWA Executive Director has indicated that he would welcome a meeting between the two organizations. It was suggested by Mark Millan that each organization should prepare a one page document summarizing goals, mission, and strengths, would help focus discussion in a meeting. The goal of such a meeting would be to discuss common interests, how we can best collaborate, and make sure we do not duplicate efforts.

A motion by Pam Jeane, seconded by Paul Sellier to schedule a Zoom meeting between NBWRA and NBWA was unanimously approved by the TAC by a roll call vote. Included as part of the motion was the preparation of the one page document and attendance at the meeting would include: Chuck Weir, Andy Rogers (NBWA Executive Director), Jack Gibson (NBWA Chair), David Rabbitt (NBWRA Chair), Tim Healy (NBWRA TAC Chair), Pam Jeane (NBWRA TAC Vice Chair) and lead technical staff from NBWA. NBWRA representatives would then provide a report to the TAC, such that the TAC could provide a recommendation to the NBWRA Board at the February 28, 2022 meeting.

7. TAC Recommendations on Resilience Arenas

The current four resilience arenas were summarized:

- Recycled Water – continue to support ongoing efforts to implement recycled water projects in the region
- Potable Reuse – explore conjunctive use opportunities through the implementation of indirect and direct potable reuse
- Coordinated Drought Response Planning – consider development of regional based drought response
- Sea Level Rise Adaptation – identify strategies to mitigate the adverse effects of sea level rise to critical infrastructure in the region

The TAC discussed the status of Phase 2 projects. Existing consultant budgets will support the submittal of one application for Title 16 funding. If USBR approved the application additional steps are needed to fully qualify for the funding. Jim O’Toole shared his screen to show proposed tasks and budget to meet all NEPA requirements if an application was approved:

- Task 2 – Phase 2 Feasibility Study Report
\$20k for continued support as it pertains to any potential changes needed to the Feasibility Study
- Task 3: Phase 2 EIR/EIS
\$85K to update the EIR/EIS to align with the updated Feasibility Study
- Task 4 – Financial Capability Determination (FCD) Report
\$10k to update the FCD Report to align with updated Feasibility Study
- Task 5 – Phase 2 Construction Grant Application
\$80k to support the development of two additional grant applications

Rene Guillen also noted that some minor modification of the projects might be possible which would revise the cost sharing. The TAC asked about the current project descriptions that have been approved by USBR. It was determined that the projects should be reviewed and updated such that the application that is submitted will have the best chance of success.

It was also noted that there may be funds available from Phase 1 once the true up is completed. Phase 1 agencies participating in Phase 2 could use those funds to help with the costs for the Phase 2 tasks noted above.

Following additional discussion, Rene Guillen and Jim O’Toole were asked to send the USBR letter approving \$83.2M for Phase 2 projects as well as the project descriptions. Member agencies were asked to review the descriptions and provide feedback within two weeks.

Rene Guillen indicated that from the time of application submittal to receipt of funding is currently approximately one year. It is acceptable for construction to occur on projects prior to receipt of funding as long as the application has been approved.

An anticipated future recommendation from the TAC to the Board would be to apply for Title 16 funding for Phase 2 projects at the next funding opportunity, and modification of consultant budgets to accommodate completion of the required NEPA tasks listed above.

The TAC also discussed the draft Potable Reuse Study prepared by Dawn Taffler. She provided an overview of the study and noted it would take approximately 18 months to complete. No specific costs have yet been applied to the study pending direction from the TAC and Board. The TAC discussed the timing of such a study considering other efforts underway by Napa Sanitation District, City of American Canyon, and City of Napa. Other discussion included the value of a small demonstration project and public education efforts for elected officials and the public. A full scale potable reuse project would take eight to ten years to completed, so it would be valuable to begin the process of considering a regional study. There was no specific action on this item.

Although there was no action by the TAC, it was agreed to schedule another meeting in early February 2022 to continue the discussion on Phase 2 as well as review the two resilience arenas not discussed today, drought response and sea level rise. Following that meeting recommendations to the Board may be developed.

8. TAC Reports to the Board on Item No. 7, Resilience Arenas

The TAC Agenda and minutes will be included in the next Board packet. At this time, there are no specific recommendations to the Board on the resilience arenas.

9. Other Possible Resilience Arenas and Funding Opportunities

Due to time constraints other possible issues and funding opportunities were not discussed in detail. The TAC noted a list of various funding opportunities from Department of Water Resources and CalRecycle. The take home message is that there is substantial funding for projects for NBWRA member agencies at both a federal and state level and NBWRA needs to be well positioned to submit applications for funding for projects that benefit the member agencies.

This was an information item only requiring no action by the TAC

10. Next Meeting

The Program Manager will contact TAC members and set up a meeting in early February 2022. There being no further business, Chair Healy adjourned the meeting at 11:50 a.m.