

**North Bay Water Reuse Authority  
Technical Advisory Committee  
Zoom Meeting Minutes  
February 2, 2022  
Approved March 3, 2022**

**1. Call to Order and Self Introductions**

Chair Healy called the Technical Advisory Committee (TAC) meeting to order at 1:03 p.m. on Wednesday, February 2, 2022. The meeting was a Zoom meeting only and attendees participated via the following link: <https://us02web.zoom.us/j/83918415597>.

**Committee Members Present**

Tim Healy, Chair	Napa Sanitation District
Pam Jeane, Vice Chair	Sonoma Valley County Sanitation District
Erik Brown	Novato Sanitary District
Grant Davis	Sonoma Water
Jason Farnsworth	City of Petaluma
Steve Lederer	Napa County
Drew McIntyre	North Marin Water District
Paul Sellier	Marin Municipal Water District

**Others Present**

**Member Agencies**

Kevin Booker	Sonoma Water
Akin Fayehun	City of Petaluma
Richard Thomasser	Napa County
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 with no changes.

**3. Public Comments**

There were no public comments.

#### **4. TAC Meeting Minutes of January 11, 2022**

On a motion by Drew McIntyre, seconded by Paul Sellier, the January 11, 2022 minutes were unanimously approved.

#### **5. Meeting Between NBWRA and NBWA to Avoid Duplicative Efforts**

The Program Manager displayed a summary of his meeting with Andy Rogers, Executive Director NBWA. The meeting was very productive and a plan was developed to prepare graphics that highlight the opportunities for the two organizations to cooperate with each other. A meeting with the Chairs of each organization along with the NBWRA TAC Chair and Vice Chair is being planned for late February 2022. The Program Manager also displayed a 1-page summary of NBWRA that highlights NBWRA's History, Purpose, Objectives, Membership, Governance, Projects, Potential New Resilience Arenas, and Strengths. Much of the information comes from the Memorandum of Understanding. Chair Healy suggested adding information about state and federal funding that has been received as well as the fact that other projects have been able to piggyback on NBWRA's efforts making the Phase 1 projects greater than the \$100 million that was partially funded by Title XVI. The Program Manager stated that he would make those changes and share both documents with the TAC and that they should feel free to share with their Boards. This was an information item requiring no action by the TAC.

#### **6. TAC Recommendations on Resilience Arenas**

Having discussed Recycled Water and Potable Reuse at the January 11, 2022 meeting, the TAC discussed the Coordinated Drought Response and Sea Level Rise Adaptation resilience arenas.

##### Coordinate Drought Response

Rene Guillen discussed the pages in the packet relative to this topic. He noted that a typical Drought Contingency Plan (DCP) study would cost \$400,000, with 50% funding from USBR. If eight agencies participated the cost would be \$12,500 per year for two years that it would take to complete the study. Drew McIntyre noted that NBWRA was awarded funding a few years ago for a Sonoma and Marin study but since there was another study underway, the funds were transferred to Napa County with City of Napa as the lead agency. Following discussion, Rene Guillen indicated that he would work with Napa County participants to include a report for the Board at the February 28, 2022 meeting. Paul Sellier felt that it may be a little early for this. TAC members generally agreed that applying for funding would be a good idea, but it would be best to wait for the results of the Sonoma/Marin study to be completed to determine where additional study is needed. Rene Guillen indicated that agencies should be preparing to submit an application as soon as they could. Drew McIntyre suggested and the TAC agreed to include this topic as a regular agenda item in future TAC and Board agendas.

##### Sea Level Rise Adaptation

Jim O'Toole shared his screen to discuss this topic. FEMA has a Building Infrastructure and Communities (BRIC) grant program that will provide some funding for studies and significant funding for actual projects. Two potential studies exist: 1) regional plan for the North Bay and 2) local plan for Marin county agencies. Each study application would cost approximately \$50,000 with agency shares depending on the number of participating agencies. Tim Healy stated that Napa San is doing their own climate change adaptation study that would likely lead to project recommendations. He hoped that NBWRA and BRIs would be able to obtain future funding.

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

### **7. TAC Reports to the Board on Item No. 6, Resilience Arenas**

Following discussion the TAC agreed that TAC agenda packets and minutes should be included as a report to the Board at the next meeting. The consultant team will prepare a narrative report on the TAC meetings, discussion, and recommendations for the Chair and Vice Chair to review for the Board meeting packet. The TAC was also encouraged to share this information with their individual Boards on a formal or informal basis depending on timing of their individual meetings.

### **8. Other Possible Resilience Arenas and Finding Opportunities**

Recently the WaterReuse Association discussed funding opportunities, including:

- Water Recycling Funding Program (WRFP)
- Clean Water State Revolving Fund (CWSRF)
- Drinking Water State Revolving Fund (DWSRF)

The PowerPoint presentation used by WaterReuse was included in the packet. Mark Millan highlighted the key elements of potential funding opportunities. It was noted that member agencies will likely receive ongoing information on this from such organizations as CASA, ACWA, League of Cities, WaterReuse, and CSAC. The possibility of engaging the services of a funding expert is something NBWRA may want to consider in the future. Mark Millan also noted that the national WaterReuse organization is holding a conference in San Antonio, TX in March 2022. A main topic for the conference will be the various funding opportunities that are available for recycled water, particularly potable reuse. This was an information item requiring no action by the TAC.

### **9. Phase 2 Updates to Project Descriptions and Application for Title XVI Funding Opportunity**

Following the January 11, 2022 meeting Rene Guillen sent an email to TAC members requesting updates to their project descriptions for a possible funding opportunity. Comments were received from Novato San, Petaluma, and Sonoma Water. A few days later USBR released information on Title XVI funding and Rene Guillen notified TAC members of this and requested commitment for an application. Petaluma and American Canyon responded affirmatively. The application is due March 15, 2022 and all information will need to be submitted by March 11. Submitting an application must be approved by the NBWRA Board.

A motion by Jason Farnsworth, seconded by Grant Davis to recommend to the Board that they authorize submitting an application to USBR on behalf of Phase 2 participating agencies was unanimously approved by a roll call vote.

### **10. Next Meeting**

Following discussion the TAC agreed to schedule a monthly meeting on the 1<sup>st</sup> Thursday of the month from 2:00 – 3:00 p.m. through 2022. If there is no business for the TAC in any given month, the meeting can be cancelled.

## **11. Adjournment**

Mark Millan noted that Chris DeGabriele has been appointed acting General Manager for Las Gallinas Valley Sanitary District while the district conducts a search for a new General Manager.

There being no further business Chair Healy adjourned the meeting at 2:19 p.m.

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