

**North Bay Water Reuse Authority  
Board of Directors Meeting  
March 27, 2022**

**1. Call to Order**

Acting Chair Mark Joseph called the meeting to order at 9:40 a.m. on Monday, March 27, 2023. This meeting was a Zoom only meeting. Meeting participants and the public participated via the following link: <https://us02web.zoom/j/83910720383>.

**2. Roll Call**

<b>PRESENT:</b>	Mark Joseph, Acting Chair	City of American Canyon
	Jack Baker	North Marin Water District
	Ron Ford	Las Gallinas Valley Sanitary District
	Susan Gorin	Sonoma Valley County Sanitation District
	Belia Ramos	Napa County
	Larry Russell	Marin Water
	Scott Sedgley	Napa Sanitation District
	John Shribbs	City of Petaluma

**ABSENT:** Sonoma Water, Novato Sanitary District, Marin County

**OTHERS**

<b>PRESENT:</b>	Chuck Weir, Program Manager	Weir Technical Services
	Christopher Bolt	City of Petaluma
	Kevin Booker	Sonoma Water
	Chris Choo	Marin County
	Lucy Croy	Marin Water
	Brad Elliott	Sonoma Water
	Rene Guillen	Brown & Caldwell
	Tim Healy	Napa Sanitation District
	Pam Jeane	Sonoma Valley County Sanitation District
	Ryan Long	Data Instincts
	Mark Millan	Data Instincts
	Jim O'Toole	ESA
	Mike Savage	Data Instincts
	Paul Sellier	Marin Municipal Water District
	Dawn Taffler	Kennedy Jenks
	Melanie Tan	Kennedy Jenks
	Tony Williams	North Marin Water District

**3. Public Comments**

There were no members of the public.

**4. Introductions**

Introductions were made for the benefit of new Board members and staff from the member agencies.

**5. Board Meeting Minutes of June 27, 2022**

On a motion by Director Baker, seconded by Director Ford, the minutes of the June 27, 2022, meeting were approved by the Board with two abstentions by a roll call vote.

**6. Election of Officers**

On a motion by Director Ford, seconded by Director Gorin, continuing this item to the April 24, 2023 meeting was unanimously approved by the Board by a roll call vote.

**7. Report from the Chair**

Acting Chair Joseph noted that there were reports from the Technical Advisory Committee, Item No. 7.a and the Consultant Progress Reports, Item No. 7.b as part of his report. He stated that one action item for the Board included Item No. 10, Approval of the Amended Scope of Work for the Sea Level Rise Adaptation Vision.

**7.a Report from the Technical Advisory Committee**

The Program Manager and TAC Chair Healy provided a summary of the June 2, 2022, November 3, 2022, and February 2, 2023 TAC meetings. They indicated that there is one item recommended for Board approval. This item is considered separately in Agenda Item No. 10.

**7.b Consultant Progress Reports**

The consultant progress reports were included in the packet. This was an information item requiring no action by the Board.

**8. History of NBWRA**

The Program Manager, Rene Guillen, and Jim O’Toole provided a history of NBWRA from its formation, member agencies, Memorandum of Understanding, Phase 1 projects, Phase 2 projects, and future resilience arena projects.

**9. Financial Reports for Fiscal Years Ending June 30, 2022 and June 30, 2023.**

The Board reviewed the financial reports for the Fiscal Years ending June 30, 2022 and June 30, 2023.

**10. Approval of the Amended Scope of Work for the Sea Level Rise Adaptation Vision**

The Program Manager provided a summary of the revised scope through meetings with interested agencies, review by the TAC and its recommendation for approval by the Board with no change in the cost of \$125,000. Board members discussed the scope and wanted to make sure that the end product would help lead to the development of actual projects to address sea level rise impacts. The work of other agencies and organizations was also discussed. Jim O’Toole responded to questions and concerns raised by Board members. Director Gorin noted that there will be a meeting on Infrastructure and Rising Tide on April 6, 2023

A motion by Director Gorin, seconded by Director Ford, to approve the Amended Scope of Work for the Sea Level Rise Adaptation Vision with no change in the \$125,000 budget was unanimously approved by a roll call vote.

### **11. Phase 1: Status of Reconciliation and Closeout Activities**

The Program Manager and Brad Elliott provided an update on the status of Phase 1. They noted that in February 2023, Sonoma Water was notified by USBR that our Phase 1 project was officially closed. Sonoma Water is working on final Phase 1 administrative reconciliation and will provide a final accounting of costs by the end of this fiscal year. This is part of the reconciliation and true up process described in the MOU.

### **12. Status of Phase 2**

Rene Guillen noted that USBR has approved a funding request and a next step it to update the Financial Capability Analysis (FCR) Report. Melanie Tan provided a summary of the FCR process and noted a request will be going out to the Phase 2 agencies shortly. Rene Guillen provided information on the anticipated schedule.

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

Items for the next Agenda include election of officers, a report and recommendations from the TAC, regular reports, Phase 1 and Phase 2 Status Reports, and progress reports on the FY2022/23 resilience arena projects. Director Shribbs asked if the history presentation could be recorded and posted on the website. Program Manager Weir stated that the consultant team would take care of that. Directors Ford and Gorin requested a report on sea level rise projects planned or underway and that presentations should be available from organizations including BCDC. The Board also expressed interest in collaborative efforts that could be made with North Bay Watershed Association and other organizations and would like to have the TAC discuss and provide a report to the Board at the next meeting.

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

Directors thanked the Program Manager and consultant team for their efforts.

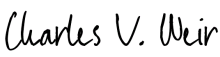
### **15. Adjournment**

The Board previously discussed the merits of Zoom meetings and the consensus was to continue with Zoom meetings.

A motion by Director Gorin, seconded by Director Ramos to hold the April 24, 2023 meeting via Zoom was unanimously approved by a roll call vote with one abstention.

Acting Chair Joseph adjourned the meeting at 10:50 a.m. The next meeting will be Monday, April 24, 2023, at 9:30 a.m. via Zoom.

Minutes approved by the Board April 24, 2023.

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Charles V. Weir  
Program Manager