

**North Bay Water Reuse Authority  
Board of Directors Meeting  
September 30, 2024**

**1. Call to Order**

Chair David Rabbitt called the meeting to order at 9:34 a.m. on Monday, September 30, 2024. This meeting was a Zoom only meeting. Meeting participants and the public participated via the following link: <https://us02web.zoom.us/j/87256632888>.

**2. Roll Call**

<b>PRESENT:</b>	David Rabbitt, Chair	Sonoma Water
	Larry Russel, Vice Chair	Marin Water
	Tony Williams	North Marin Water District
	Pam Jeane	Sonoma Valley County Sanitation District
	Belia Ramos	Napa County
	Gary Robards	Las Gallinas Valley Sanitation District
	Dennis Rodoni	Marin County
	Scott Sedgley	Napa Sanitation District
	Gina Benedetti-Petnic	City of Petaluma

**ABSENT:** Novato Sanitary District  
City of American Canyon

**OTHERS**

<b>PRESENT:</b>	Chuck Weir, Program Manager	Weir Technical Services
	Kevin Booker	Sonoma Water
	Rene Guillen	Brown & Caldwell
	Brad Elliott	Sonoma Water
	Oriana Hart	City of Petaluma
	Jim O’Toole	ESA
	Mike Savage	Data Instincts
	Paul Sellier	Marin Water
	Dawn Taffler	Kennedy Jenks
	Chelsea Thompson	City of Petaluma
	Karina Yap	Kennedy Jenks

**3. Public Comments**

There were no members of the public.

**4. Introductions**

Introductions not made.

**5. Board Meeting Minutes of April 24, 2023**

On a motion by Chair Rabbitt, seconded by Vice Chair Russell, the minutes of the June 24, 2024, meeting were unanimously approved by the Board by a roll call vote.

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

Chair Rabbitt noted that there were reports from the Technical Advisory Committee, Item No. 6.a and Consultant Progress Reports, Item No. 6.b as part of the report. He also noted that proposed meetings for the rest of the fiscal year were December 16, 2024, April 28, 2025, and June 30, 2025. Chair Rabbit asked if there were any conflicts with the dates, and hearing none, the dates were approved by consensus.

### **6.a Report from the Technical Advisory Committee**

The report included minutes from the June 6, 2024, July 11, 2024, and September 5, 2024 meetings. There were no specific recommendations from the TAC at this time.

### **6.b Consultant Progress Reports**

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

## **7. Financial Reports for Fiscal Years Ending June 30, 2024 and June 30, 2025.**

The Board reviewed the financial reports for the Fiscal Years ending June 30, 2024 and June 30, 2025.

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

The packet included a series of questions from the member agencies and the responses from Sonoma Water staff. The final reconciliation invoices and over payments should be completed by the end of the calendar year.

## **9. Status of Phase 2, Financial Capability Analysis Report, and NEPA Process**

Karina Yap provided an update on the Financial Capability Analysis Report. Questions were received from Reclamation. Responses were coordinated with City of Petaluma and submitted to Reclamation. Their response is expected soon. Jim O'Toole provided an update on NEPA issues, including the various items that have been submitted to Reclamation. Reclamation is expected to issue a Finding of no Significant Impact (FONSI) in October. The Board asked who was responsible for interacting with the various Native American Tribes that could be impacted. Mr. O'Toole responded that Reclamation handled that interaction. He was not sure which Tribes were contacted, but he offered to check and report back to everyone.

## **10. Resilience Arena Projects Status Reports**

Rene Guillen reported on the status of Phase 2 recycled water projects and funding for Petaluma projects. Due to Petaluma's need to begin projects prior to Reclamation approval in order to receive state funding, federal funding was reduced significantly. The consultant team and Petaluma have continued to revise projects to be eligible for Title XVI funding. Jim O'Toole provided background context on the issues related to Petaluma's funding. Rene Guillen reported on the Drought Contingency Planning project and how it is related to work done by Sonoma Water (Resiliency Study). The current effort will focus on Marin and Sonoma County agencies. Jim O'Toole reported on the Sea Level Rise project. They have been working with Petaluma and Marin County agencies to develop maps and adaptation strategies. He thanked the participating agencies for their involvement in developing the information needed for the reports.

**11. Status of Consultant Agreements for FY2024/25**

Kevin Booker reported that the agreements with Weir Technical Services and Brown & Caldwell (B&C) have been extended. He is working with B&C to develop the scope to amend their agreement for the FY2024/25 efforts.

**12. Items for the Next Agenda**

Items for the next agenda include a report and recommendations from the TAC, regular reports, Phase 1 and Phase 2 Status Reports, and updates on the resilience arena projects. There may also be an item to amend the FY2024/25 budget to include costs for the new Program Manager. The Board agreed to schedule the next meeting for Monday, December 16, 2024 at 9:30 a.m. via Zoom.

**13. Comments from the Chair, Board, and Member Agencies.**

The Program Manager noted that this is Pam Jeane’s last NBWRA Board meeting as she is retiring this month. He thanked her for all her efforts for NBWRA over the years. Chair Rabbitt and other Board members also thanked her for her outstanding service. Jim O’Toole stated that there should be a report from the Sea Level Rise project.

**14. Closed Session – Personnel Matters Pursuant to Government Code § 54957(b) Public Employee Appointment**

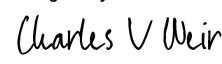
**Title: NBWRA Program Manager**

The Board adjourned at 10:00 for the Closed Session. Kevin Booker, TAC Chair, and Chuck Weir, Program Manager also attended the Closed Session. At 10:16 a.m. the Board reconvened the Regular Session. Chair Rabbitt reported that the Board took no reportable action during the closed session.

**15. Adjournment**

Chair Rabbitt adjourned the meeting at 10:16 a.m. The next meeting will be Monday, December 16, 2024, at 9:30 a.m. via Zoom.

Minutes approved by the Board December 16, 2024.

Signed by:  
  
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Charles V. Weir  
Program Manager