

**NORTH BAY WATER REUSE AUTHORITY  
TECHNICAL ADVISORY COMMITTEE**

Thursday, April 4, 2024

Agenda

2:00 PM

Zoom Meeting: <https://us02web.zoom.us/j/81859156246>

	1.		Call to Order and Self Introductions
	2.	Action	Approval of Agenda
	3.		Public Comments
<b>Pages 2 – 3</b>	4.	Action	TAC Meeting Minutes of December 7, 2023
<b>Pages 4 – 5</b>	5.	Discussion	Resilience Arena Status Reports
<b>Page 6</b>	6.	Discussion	Title XVI Funding Opportunity
<b>Page 7</b>	7.	Discussion	Collaborative Efforts with NBWA
<b>Page 8</b>	8.	Discussion	FY2024/25 Budget
<b>Page 9</b>	9.	Discussion	Plans for Next Board Meeting
	10.	Information	Next Meeting, October 5, 2023
	11.		Adjournment

**North Bay Water Reuse Authority  
Technical Advisory Committee  
Zoom Meeting Minutes  
December 7, 2023**

**DRAFT**

**Approved** \_\_\_\_\_

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

Chair Healy called the Technical Advisory Committee (TAC) meeting to order at 2:04 p.m. on Thursday, December 7, 2023. The meeting was a Zoom meeting only and attendees participated via the following link: <https://us02web.zoom.us/j/81859156246>.

**Committee Members Present**

Tim Healy, Chair	Napa Sanitation District
Gina Benedetti-Petnic	City of Petaluma
Kevin Booker	Sonoma Water
Curtis Paxton	Las Gallinas Valley Sanitary District
Paul Sellier	Marin Water
Tony Williams	North Marin Water District

**Others Present**

Member Agencies  
None

**Consultant Team**

Chuck Weir, Program Manager	Weir Technical Services
Rene Guillen	Brown & Caldwell
Jim O'Toole	ESA
Mike Savage	Data Instincts
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 September 7, 2023**

The TAC Meeting Minutes of September 7, 2023 were unanimously approved.

**5. Resilience Arena Status Reports**

Rene Guillen and Jim O'Toole provided status reports on the three Resilience Arena Projects: Recycled Water Support, Drought Contingency Planning, and Sea Level Rise Adaptation. The latter two are just getting underway and kick off meetings will be scheduled in the near future. Recycled Water Support continues with updates to the NEPA process and financial capability analysis. Dawn Taffler requested updated information from Napa San. Paul Sellier asked if

project costs are being updated and Rene Guillen replied that they are updated through the grant application process. They are using the ENR index from 2019 to now. Tim Healy stated that Napa San is looking at a new pump station in 2025 or 2026.

**6. Collaborative Efforts with NBWA**

There are no updates on this effort. It has been difficult scheduling a meeting among the principals.

**7. FY2023/24 Budget**

There is adequate funding for the resilience arena projects through June 30, 2024, and perhaps beyond as needed. A budget for FY2-24/25 will need to be considered if projects arise.

**8. Next Meeting**

The next meeting is scheduled for January 24, 2024. The same schedule will be used for 2024, first Thursday of the month from 2:00 to 3:00 p.m. via Zoom.

**11. Adjournment**

There being no further business, Chair Healy adjourned the meeting at 2:45 p.m.

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## **ITEM NO. 5 RESILIENCE ARENA STATUS REPORTS**

### **Action Requested**

None at this time.

### **Summary**

#### **Resiliency Arena 1: Recycled Water Support**

- **NEPA Status**
  - ESA/Sonoma Water coordinated additional comments regarding project description for City of Petaluma Projects.
  - Revisions to Draft Environmental Assessment/FONSI based on requested pipeline changes from Petaluma.
  - Revisions to Draft Biological Assessment based on requested pipeline changes from Petaluma on
  - Revisions to Cultural Resources Addendum.
- **Financial Capability Determination Analysis Status**
  - Draft NBWRA Financial Capability Determination (FCD) Report has been reviewed by BC and updated by KJ.
  - Sonoma Water, BC, and KJ met with Reclamation on April 3<sup>rd</sup> to discuss the Financial Capability Determination Info Needed for Title XVI Grant.
  - Direction and feedback from the call will be integrated into the draft FCD Report.
- **Next Steps:** Continue to make progress on both the environmental documentation and the FCD Report for review and final approval from Reclamation.
- **Timeline:** The team hopes to have the NEPA process completed by late Summer/early Fall. The draft FCD report is close, plan on having the document submitted to Reclamation this month.

#### **Resiliency Arena 3: Drought Contingency Planning**

- **Project Status**
  - Team has started the process of reviewing Reclamation's drought framework.
  - Intend on reaching out to the participating agencies in the next couple of weeks to set up a kickoff meeting.
- **Next Steps:** Continue to review drought framework and develop content for the kickoff meeting with the participating agencies.
- **Timeline:** The Technical Team will plan on reaching out in the next couple of weeks to establish a date and time that works best for all participating agencies to attend a Teams call to get the study kicked off.

**Resiliency Arena 4: Sea Level Rise Adaptation**

- **Project Status:** ESA coordinated monthly SLR Member Agency Calls February 13, March 13 and April 3 (LGVSD). Attendees included staff from City of Petaluma, LGVSD, County of Marin Flood Control and Parks. Meeting notes are available for review.
- **Next Steps:** Draft Summary Document, including Draft Vision, Goals, Objectives, Recommended Sea Level Rise Planning Scenario, and Recommended Study Area for City of Petaluma and LGVSD will be circulated to SLR Member Agency review and comment Week of April 8<sup>th</sup>. Next Schedule meeting is April 17<sup>th</sup>.
- **Timeline:** Our scope of work anticipates a Draft Vision Document and Roadmap to be completed by Q3 2024.

**Recommendation**

None at this time.

## **ITEM NO. 6 Title XVI Funding Opportunity**

### **Action Requested**

None at this time.

### **Summary**

#### **Details on Funding Opportunity**

- Title XVI NOFO is currently live.
- NOFO included two submittal periods:
  - December 7, 2023 (closed)
  - **September 30, 2024**
- **Work included in the grant request would need to be completed within three years of the applications submittal deadline (i.e., September 30, 2027).**
- Non-Federal Cost-Share of 75% or more is required.
- Funding for this opportunity being provided by the Bipartisan Infrastructure Law.

#### **Status of Existing Title XVI Funding Request**

- Team is actively **working with Reclamation to finish up both NEPA and the FCD Report, both items must be reviewed and approved by Reclamation before funds can be disbursed.**
- Working with City of Petaluma on refining scope of the projects to be included in the grant agreement with Reclamation.
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#### **Recommendation**

- **Agencies should assess willingness/readiness to proceed with Phase 2 Program projects.**
- Team was successful in procuring funds for the City of Petaluma during the last funding cycle. **NBWRA should try to capitalize on the momentum of the recent grant award to try and secure additional funds to help with the implementation of projects.**
- Both NEPA and the Financial Capability Determination should be completed by late Summer/early Fall. Reporting requirements shouldn't cause any further delay in disbursement of funds.
- **Change in political landscape always adds a level of uncertainty surrounding the availability of grant funds, if projects are ready to proceed its strongly encouraged you all consider applying during this cycle.**

**ITEM NO. 7 COLLABORATIVE EFFORTS WITH NBWA**

**Action Requested**

None at this time.

**Summary**

There has been no activity on this issue. Scheduling a meeting has been difficult and no convenient time has been found. For the time being this item is on hold.

**Recommendation**

None at this time.

**ITEM NO. 8 FY2024/25 BUDGET**

**Action Requested**

None at this time.

**Summary**

Since the consultant agreement approval process took so long and we are already into FYE24, there does not appear to be a need for an FYE24 Budget. There are adequate funds from the FYE23 Budget to complete the Resilience Arena Scopes during this fiscal year. If there is a desire from the member agencies to expand any of the existing Resilience Arenas into actual projects or develop new ones, efforts should be made to develop a budget for FYE25. Ongoing discussions at the TAC and Board level will determine what may be needed for FYE25.

**Recommendation**

None at this time.



**ITEM NO. 9 PLANS FOR NEXT BOARD MEETING**

**Action Requested**

Schedule a Board meeting to discuss status of the resilience arena projects, needs for a FYE25 budget, and other issues.

**Summary**

The Board last met on April 24, 2023. The Board should be updated on the following:

1. Status of Phase 1 closeout and reconciliation.
2. Status of Phase 2 projects.
3. Status of the Resilience Area projects.
4. Financial Report
5. FYE25 Budget needs and potential projects
6. NBWA
7. Other Items

No date has been set for meeting. The typical meeting has been the last Monday of the month at 9:30 a.m. via Zoom.

**Recommendation**

None at this time.