

**North Bay Water Reuse Authority
Technical Advisory Committee
Zoom Meeting Minutes
July 11, 2024
Approved September 5, 2024**

1. Call to Order and Self Introductions

Acting Chair Kevin Booker called the Technical Advisory Committee (TAC) meeting to order at 2:03 p.m. on Thursday, July 11, 2024. The meeting was a Zoom meeting only and attendees participated via the following link: <https://us02web.zoom.us/j/89055428051>.

Committee Members Present

Kevin Booker, Chair	Sonoma Water
Andrew Damron, Vice Chair	Napa Sanitation District
Angela Beran	Las Gallinas Valley Sanitary District
Oriana Hart	Petaluma
Chelsea Thompson	Petaluma
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
Michael 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. Status of TAC Chair and Vice Chair

The TAC discussed the positions of Chair and Vice Chair as well as participation allowed by the Memorandum of Understanding. It was agreed that associate members that were participating in Resilience Arena projects could serve as voting members of the TAC. A motion by Angela Beran, seconded by Tony Williams to approve Kevin Booker as Chair and Andrew Damron as Vice Chair was unanimously approved.

5. TAC Meeting Minutes of June 6, 2024

A motion by Andrew Damron, seconded by Tony Williams to approve the June 6, 2024 minutes with one change to the attendance list was unanimously approved.

6. Status of Phase 1 Reconciliation and Closeout Activities

Chair Booker noted that he had received an email update from Brad Elliot who noted that the information in the packet has not changed since the Board meeting. He also hopes to finalize the costs soon and that invoices would likely go out in August 2024. The TAC agreed that when this is reported to the Board as an information item that a summary of the original projects, from 2008, and those that were added or deleted should be included in the report to help explain the charges or credits to the participating agencies.

7. Resilience Arena Status Reports

Rene Guillen gave an update on the Recycled Water Resilience Arena. Petaluma is seeking funding from the Bureau of Reclamation. Unfortunately since the NEPA process had not been completed prior to construction of the Ellis Creek project they have stated that their rules will not allow funding for the construction. They may provide funding for funding and design. Petaluma needed to proceed with construction in order to gain state funding. The CEQA process had been completed. There was discussion of appealing that ruling with the assistance of local elected officials, including Supervisor Rabbitt. The cost to Petaluma could be as much as 25% of a 20M project. There was additional discussion of adding projects from the Phase 2 Feasibility Study to the next funding request.

Jim O'Toole provided an update on the NEPA process and the various reports that are required for completions.

Dawn Taffler provided an update on the Financial Capability Analysis Report. It has been submitted to the member agencies for review. She requested that TAC members focus on the section applicable to their agency. Comments are requested to be submitted by Friday, July 19, 2024.

Rene Guillen provided an update on the Drought Contingency resilience arena project.

Jim O'Toole discussed the Sea Level Rise Resilience Arena, including the three workshops that have been held and the status of Tech Memo No. 1. Discussions were held with all the agencies and the Tech Memo was modified based on those discussions. The final Tech Memo has been submitted to all the participating agencies. It was also shared with the other member agencies as it was included in the agenda packet.

8. Title XVI Funding Opportunity

Rene Guillen discussed the upcoming funding opportunity through Title XVI. It is applicable to all Phase 2 projects. There is budget remaining to process a grant application. The deadline for submitting an application is September 30, 2024 and projects must be completed within three years. In addition, USBR is eager to distribute funds before the November election.

9. FY2024/25 Budget

The Board approved the FY2024/25 Budget at the June 24, 2024 Board meeting. A copy of the approved budget was included in the agenda packet. Chair Booker provided an update on the status of amending the consultant agreements pursuant to the budget.

10. Plans for Next Board Meeting

A Board meeting has been scheduled for September 30, 2024 at 9:30 a.m. via Zoom. 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. Status of consultant agreements for FY2024/25
6. Other Items

11. Next Meeting

The next meeting is scheduled for August 1, 2024.

12. Adjournment

There being no further business, Chair Booker adjourned the meeting was adjourned at 2:55 p.m.

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