

**North Bay Water Reuse Authority
Technical Advisory Committee
Zoom Meeting Minutes
November 7, 2024
Approved December 5, 2024**

1. Call to Order and Self Introductions

Vice Chair Andrew Damron called the Technical Advisory Committee (TAC) meeting to order at 2:03 p.m. on Thursday, November 7, 2024. The meeting was a Zoom meeting only and attendees participated via the following link: <https://us02web.zoom.us/j/89055428051>.

Committee Members Present

Andrew Damron, Vice Chair	Napa Sanitation District
Brad Elliott	Sonoma Water
Judd Goodman	Marin County
Oriana Hart	City of Petaluma
Curtis Paxton	Las Gallinas Valley Sanitary District
Brad Sherwood	Sonoma Valley County Sanitation District
Chelsea Thompson	City of Petaluma
Tony Williams	North Marin Water District

Consultant Team

Chuck Weir, Program Manager	Weir Technical Services
Rene Guillen	Brown & Caldwell
Matt Matasci	Brown & Caldwell
Mark Millan	Data Instincts
Jim O'Toole	ESA
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 5, 2024

A motion to approve the September 5, 2024 minutes was unanimously approved.

5. Status of Phase 1 Reconciliation and Closeout Activities

Brad Elliott discussed the status of Phase 1 Closeout activities. A draft final report will be presented to the TAC at the December 5, 2024 meeting for review and approval prior to submitting to the Board for approval at the December 16, 2024 meeting.

6. Resilience Arena Status Reports

Rene Guillen gave an update on the Recycled Water Resilience Arena. A meeting was held with USBR to assist with Petaluma Projects in an effort to obtain additional funds. There are ongoing

discussions which might lead to modifications to projects for Petaluma. This could impact the schedule and the three-year timeline for project completion. Jim O'Toole noted that the Feasibility Study could be reopened for new projects. USBR takes 6-9 months for review, which could extend the timeline. The three-year clock is not certain, but could have started in August 2022. Additional budget would be required for a major Feasibility Study update.

Jim O'Toole provided an update on the NEPA process, including an update on the USFW biological opinion. An approval letter from NOAA is expected soon.

Dawn Taffler gave an update on the Financial Capability Report. Questions from USBR have been addressed. Final acceptance from USBR is expected soon.

Rene Guillen provided an update on the Drought Contingency resilience arena project. He asked Matt Matasci to share his screen to compare the requirements from the Sonoma Water report, including risk assessment and response, procedural, and administrative support. It is hoped that much of this information can be used for the Marin County report. NBWRA's existing structure should be useful when applying for grant funding. The consultant team still needs to review some sections of the Sonoma Water report.

Jim O'Toole discussed the Sea Level Rise Resilience Arena. Two workshops were held in October. Technical Memo No. 3 will be issued in November. Next steps include issuing the draft Vision Document in December. Jim also discussed the applications that were submitted for two funding opportunities. There was discussion as to how this effort will interface with efforts by BCDC to ensure cost effectiveness.

7. Status of Consultant Agreements for FY2024/25

Rene Guillen noted that he and Sonoma Water are still working on an amendment to the B&C agreement and expect to complete that in the next two weeks. The plan is to present it to the Board for approval in December.

8. Status of Program Manager Replacement Process

The Board authorized Kevin Booker to develop an agreement not to exceed \$50,000 for ESA for Jim O'Toole to serve as the next Program Manager. A scope of work and agreement are in development and should be presented to the Board at the December meeting.

9. Plans for Next Board Meeting

A Board meeting is scheduled for September 30, 2024 at 9:30 a.m. via Zoom. The Board will 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. Status of Agreement with ESA for Jim O'Toole's services as Program Manager
7. Other Items

10. Next Meeting

The next meeting is scheduled for December 5, 2024.

11. Adjournment

There being no further business, Vice Chair Damron adjourned the meeting was adjourned at 2:56 p.m.

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