

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

Thursday, February 5, 2026

Agenda

2:00 PM

Zoom Meeting: Microsoft Teams Meeting;

<https://esassoc.zoom.us/j/9256551082?pwd=cnU3M2h5aXg2a1BBeTBZb1BJY25BZz09&omn=83475053677&from=addon>

	1.		Call to Order and Self Introductions
	2.	Action	Approval of Agenda
	3.		Public Comments
Pages 2-4	4.	Action	TAC Meeting Minutes of Dec 4, 2025
Pages 5-6	5.	Discussion	Resilience Arena Status Reports
Page 7-16	6.	Discussion	MOU Update
Page 17	7.	Discussion	Planning for April NBWRA Board Meeting
	8.		Adjournment

ITEM 4. APPROVAL OF MINUTES: Dec 4th TAC MEETING

Action Requested
Approval

**North Bay Water Reuse Authority
Technical Advisory Committee
Zoom Meeting Minutes
Dec 4, 2025
Draft**

Approved _____

1. Call to Order and Self Introductions

Chair Kevin Booker called the Technical Advisory Committee (TAC) meeting to order at 2:00 p.m. on Thursday December 4, 2025. 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 Valley Sanitation District
Andrew Damron, Vice Chair	Napa Sanitation
Brad Elliot	Sonoma Water
Curtis Paxton	Las Gallinas Valley Sanitary District
Oriana Hart	City of Petaluma
Tony Williams	North Marin Water District
Lucy Croy	Marin Water
Nazareth Tesfai	Sonoma Water

Consultant Team

Jim O’Toole, Program Manager	ESA
Rene Guillen	Brown & Caldwell
Mark Millan	Data Instincts

2. Approval of the Agenda

Chair Booker called the meeting to order and the Agenda was approved with no changes.

3. Public Comments

There were no public comments.

4. TAC Meeting Minutes of November 6, 2025

The minutes of the November 6 TAC Meeting were approved on a motion by Curtis Paxton, seconded by Tony Williams.

5. Resilience Arena Status Reports

The consultant team provided updates on the Resilience Arenas. Jim O'Toole reported there were no updates in the Recycled Water Arena. Rene Guillen indicated that the consulting team was setting up a discussion with the State regarding Prop 4 funding availability for Phase 2 projects. Rene also indicated that Reclamation employees were back at work and that a NOFO for Title 16 would likely be coming out in early 2026. Jim O'Toole encouraged agencies to review their projects for this pending application opportunity. Sonoma Water indicated 8th Street East could be a potential project. Rene indicated that drought contingency was waiting for NBWRA Board consideration of the budget. For Sea Level Rise, Jim O'Toole indicated that the team was working on a summary roadmap of adaptation strategies for review by the participating agencies, and was waiting on comments from on TM3 from Petaluma planning department. Oriana Hart indicated those comments would be available shortly, and noted that Sonoma County had been awarded an OPC grant for a Subregional Shoreline Adaptation Plan (SSAP) and that the City would be participating in that process.

6. Planning for NBWRA FY 26/27

The group discussed planning for the 2026-2027 budget. Jim O'Toole presented a revised draft budget of \$597,392 that included consultant team costs, joint use fees, and agency-specific contingencies, and responded to comments from Member Agencies regarding their participation and the scale of the scope of work for drought contingency.

The group discussed the budget and scope of work for a drought contingency plan. Kevin Booker suggested treating discretionary funds as two separate items for board approval. Tony Williams raised questions about the drought contingency plan scope and its eligibility for various water smart programs. Rene Guillen explained the purpose of the executive summary and the strategy for selecting the best program to apply for. Tony expressed concerns about approving the budget 6 months ahead of his agency's budget and suggested using the word "recommends" instead of "approves." Kevin agreed to discuss with Jim how to frame the agreement for the board.

The TAC discussed and approved a budget recommendation for fiscal year 26-27, with language added to make it contingent on approval by both NBWRA and member agency boards. They agreed to start discussing the MOU update in January, with Kevin, Jim, and Brad Elliott identifying key areas that need to be updated before sharing with the full TAC for collective input.

Agenda Explanation
North Bay Water Reuse Authority
Technical Advisory Committee
February 5, 2026

8. Planning for December NBWRA Board Meeting

Jim O'Toole discussed the upcoming December 15th Board meeting, planned to be in-person at North Marin Water District. The group also reviewed logistics for an upcoming board meeting, including parking information and presentation requirements.

9. Adjournment

There being no further business, Chair Booker adjourned the meeting was adjourned at 2:58 p.m.

ITEM NO. 5 RESILIENCE ARENA STATUS REPORTS

Action Requested

None at this time.

Summary

The Consultant Team will provide an update on the status of the Resilience Arena Projects.

Resiliency Arena 1: Recycled Water Support: No additional updates.

- **Grant Administration**
 - Have been coordinating with the City of Petaluma on potential needs to get them ready to apply for Prop 4 recycled water funding.
 - Agreement for Title XVI grant has been executed. The City of Petaluma has been cleared to proceed with ground disturbing activities and can submit reimbursement requests through Sonoma Water to access grant funds.
- **NEPA Status: Complete**
 - Environmental Assessment/FONSI
 - FONSI has been Filed by Reclamation
 - Draft Biological Assessment – Biological Opinion
 - Biological Opinion has been issued by USFWS.
 - NOAA Fisheries Letter of Concurrence issued.
 - Cultural Resources Section 106 Addendum
 - SHPO Concurrence Letter Issued
- **Financial Capability Analysis Report Status**
 - The Financial Capability Analysis (FCA) Report was submitted to Reclamation and their staff used the content from our analysis and their directives and standards to compile their own report. With the grant agreement executed, no further actions for this specific report are anticipated.
- **Next Steps:**
 - No immediate need from the agencies. We will continue to work with the City of Petaluma to assess needs to potentially pursue Prop 4 recycled water funding.
- **Timeline:**
 - Title XVI Grant agreement is executed. Assessment of the Prop 4 recycled water funding opportunity is ongoing.

Resiliency Arena 3: Drought Contingency Planning

- **Project Status**

Agenda Explanation
North Bay Water Reuse Authority
Technical Advisory Committee
February 5, 2026

- Consultant team plans to move forward with the development of the DCP hybrid document that was discussed as part of workplan for this next fiscal year. The proposed document will summarize findings from the gap analysis and integrate information needed to support alignment with incorporate Reclamation's Drought Response Framework.
- **Next Steps:**
 - Incorporate findings of the gap analysis into the DCP hybrid document.
- **Timeline:** Team will leverage existing funds to advance development of DCP hybrid document.

Resiliency Arena 4: Sea Level Rise Adaptation

- **Project Status**
 - ESA responding to TM3 comments and developing Adaptation Vision Document.
- **Reviewing Funding Opportunities/Applications:**
 - State Coastal Conservancy Grant Program
 - Ocean Protection Council SB-1 Application

Next Steps: Revised TM2, TM 3; Adaptation Vision Document

- **Timeline:** The target completion date for the Draft Vision Document has been revised to April 2025.

Recommendation

None at this time.

ITEM NO. 6. MOU REVISION

Action Requested

Discussion

Summary

The MOU has not been updated since 2014, and is in need of update to continue to serve the NBWRA. Sonoma Water and ESA will facilitate a series of discussions as part of the TAC agenda to engage TAC input across several issue areas. The attached presentation provides an overview of topics to be updated and the anticipated process. Member Agencies should be prepared to contribute to and review the revised MOU, and engage their legal counsels for review. The schedule objective is to take a revised MOU to the NBWRA Board at the September 29th Board Meeting.

Recommendation

None at this time.



MOU Update Overview

NBWRA TAC Meeting

Feb 5, 2026





MOU Revision Process

- Objectives: Update to 4th Amended MOU (2017)
 - Address Resiliency Arenas (Phase 3)
 - Participation
 - Member Agency
 - Associate Member
 - Cost Allocation
 - ?
- Will Use TAC Meetings to Review
 - Propose 1/2 hour per meeting





Anticipated Schedule

💧 Overall Schedule

- TAC Discussions Fed/March/April
- Revised MOU Text Review: May
- Legal Review June-July
- Legal Team Meeting August
- Finalization Sept
- Board Review September 29

💧 Need Member Agency Legal Representatives:

- Contact Information
- Get this on their schedule





Key Issues for MOU Revisions

- 💧 How Much History Should be Included In MOU
 - Phase 1, Phase 2, Resiliency Arenas (Phase 3)
- 💧 Participation and Associate Membership
 - If Associate Member, Can't Participate in Arena
 - For Arena, have to commit to completion, can't drop out annually
 - If Associate Member and Want to Participate after the start, Pay In Penalty
- 💧 Phase 3 Arena Costs: Should be Paid Equally by Everyone, not by project/benefit
- 💧 Joint Use Costs: Should be paid equally by all agencies, including Associate Agencies
- 💧 TAC votes for Associate Members
- 💧 Other Items from Member Agencies Perspective





How Much History

- 💧 Lots of Phase 1 Currently
- 💧 Phase 2 would need to be written up
- 💧 Value to the MOU?





Participation, Associate Membership, Cost Sharing

- 💧 Participation and Associate Membership
 - If Associate Member, Can't Participate in Arena
 - For Arena have to commit to completion, can't drop out annually
 - If Associate Member and Want to Participate, Pay In Penalty





Phase 3 Arena Costs

- Tracking by project participation in arena is administrative burden
- Joint Use Costs:
 - All Agencies should provide equal contribution.
 - Currently arena participants are subsidizing.





TAC Voting Rights for Associate Members

- Option 1: Maintain Voting for All Members
- Option 2: Arena or Participant specific voting





Other Member Agency Discussion Issues



ITEM NO. 7 PLANNING FOR APRIL 29th NBWRA BOARD MEETING

Action Requested

Discussion

Summary

The Board should be updated on the following at the April Board Meeting.

1. Status of Phase 2 projects.
2. Status of the Resilience Area projects
 - a. Consultant Updates/Presentation
3. Financial Report
4. Other Items

Please note that the April Board Meeting will be remote.

Recommendation

None

Attachment

None.