

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

**Final**

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

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

Chair Kevin Booker called the Technical Advisory Committee (TAC) meeting to order at 2:03 p.m. on Thursday, December 5, 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
Judd Goodman	Marin County
Oriana Hart	City of Petaluma
Curtis Paxton	Las Gallinas Valley Sanitary District
Paul Sellier	Marin Water
Chelsea Thompson	City of Petaluma

**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 November 7, 2024**

A motion to approve the November 7, 2024 minutes was unanimously approved.

**5. Status of Phase 1 Reconciliation and Closeout Activities**

Chair Booker discussed the Final Report for the Phase 1 Reconciliation and Closeout. The report provides the final allocation of Phase 1 costs as well as the final grand administration costs for the Phase 1 participating agencies. In the summary table, values in parentheses are amounts due and values without parentheses are the amounts to be reimbursed to the agencies. The TAC reviewed and acknowledged that the report would be presented to the Board at the December 16, 2024 meeting. Board approval of the final report would also authorize Sonoma Water to issue invoices and refunds to the Phase 1 member agencies.

## 6. Resilience Arena Status Reports

Rene Guillen gave an update on the Recycled Water Resilience Arena. Discussions have been ongoing with USBR in an effort to add projects for Petaluma to allow them to receive additional federal funding. Other Phase 2 agencies could also add projects. Adding projects would require modifying the Feasibility Study (FS). Additional funding would be required to update the FS. The TAC discussed the possibility of a two step process to update the FS. The first would be to update Petaluma's projects to allow them to get funding sooner rather than later. The second step would be to add projects from other member agencies. Chelsea Thompson noted that Petaluma may be able to use funds for the FS update and the would be discussed later today. It is possible that Petaluma would contract directly with Brown & Caldwell for this effort.

Jim O'Toole provided an update on the NEPA process, including an update on the USFW biological opinion. [A concurrence letter to the USFWS Biological Opinion has been issued by NOAA Fisheries. This is the last approval needed by Reclamation to complete their NEPA process and issue a FONSI, which is anticipated by the end of the calendar year. An approval letter from NOAA is expected by the end of the calendar year.](#)

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. They will use the Sonoma Water report as a template. They expect to have an outline in the next 2-3 weeks.

Jim O'Toole discussed the Sea Level Rise Resilience Arena. They are working on the vision technical memo. There has been positive feedback on the FEMA BRIC application for funding. It could provide \$187,000 in federal funding with \$62,000 local funding. The Ocean Policy application will likely be submitted in March 2025. [Consultant Team They plans to hold-on](#) one more workshop before going to the Board for possible action.

## 7. Status of Consultant Agreements for FY2024/25

Chair Booker reported that the agreements with Brown and Caldwell (B&C) and ESA for Jim O'Toole's services as Program Manager should be signed in the next two weeks. The B&C agreement will likely go to ~~the~~ Sonoma Water's Board in March 2025.

## 8. Status of Program Manager Replacement Process

This item was discussed in the previous agenda item.

## 9. Brainstorming Session = Future Projects for NBWRA

Following up on the 2021 Survey, the TAC briefly discussed the following potential future projects:

- Additional recycled water projects
- Drought contingency projects
- Sea Level Rise projects
- Potable reuse
- Nutrient removal in response to the new watershed permit

- Stormwater management – flood control and water supply enhancement
- Projects to address PFAS/PFOS requirements
- Other Items

The item that received the most attention was a possible regional potable reuse pilot project, similar to efforts in Santa Clara and Alameda Counties. The TAC agreed to continue discussions prior to presenting it more formally to the Board.

The TAC also discussed the One Water approach as well as a possible summary of what funding opportunities exist that might fit within the NBWRA’s existing structure.

#### **10. 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. Brief report on TAC Brainstorming
8. Other Items

#### **11. Next Meeting**

The next meeting is scheduled for January 9, 2025. The TAC agreed to continue with the First Thursday of every month schedule at 2:00 p.m. in 2025. Jim O’Toole will set up the schedule and meetings via either Zoom or Teams.

#### **12. Adjournment**

There being no further business, Chair Booker adjourned the meeting was adjourned at 3:05 p.m.