

**North Bay Water Reuse Authority  
Technical Advisory Committee  
Zoom Meeting Minutes  
March 6, 2025**

**Final**

**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, March 6, 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 Water
Andrew Damron, Vice Chair	Napa Sanitation
Chelsea Thompson	City of Petaluma
Curtis Paxton	Las Gallinas Valley Sanitary District
Judd Goodman	Marin County FCD
Oriana Hart	City of Petaluma
Tony Williams	North Marin Water District
Paul Sellier	Marin Water
Gina Benedetti-Petnic	City of Petaluma

**Consultant Team**

Jim O’Toole, Program Manager	ESA
Rene Guillen	Brown & Caldwell
Mark Millan	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 February 6, 2025**

The minutes of the February 6<sup>th</sup> TAC meeting were not approved, due to the lack of a quorum at this point in the meeting.

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

Chair Booker provided an update on Sonoma Water invoicing to Member Agencies. Upon receipt of payment, Sonoma Water would issue reimbursement checks to agencies that are owed.

## **6. Resilience Arena Status Reports**

Rene Guillen gave an update on the Recycled Water Resilience Arena, including an update on the grant administration status of Petaluma's implementation funds; process is largely complete and Reclamation has materials it needs to process; they are doing through internal signatures. Approvals are anticipated in the next couple of weeks.

Jim O'Toole indicated that the NEPA and permitting process for the Feasibility Study is complete. Jim discussed the continuation of the Sea Level Rise adaptation work, including expansion of the scope of analysis for the City of Petaluma, and positive discussions with Marin County and Sonoma County regarding an NBWRA led application for OPC Grant funding for the next phase of SLR planning. Applications are due in March and June, with June being a more likely target. Jim mentioned he is presenting an overview of SLR Vision effort to the LGVSD Board of Directors later that evening.

Rene provided an update on the draft DCP summary document; the gap analysis has been completed to align NBWRA with Reclamation requirements, and that document has been distributed. The consulting team is looking for feedback on the document and whether there is interest in a more formal summary document.

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

Chair Booker reported that the agreements with Brown and Caldwell (B&C) is in process and will likely go to Sonoma Water's Board April 15 2025.

## **8. Funding Workshop**

Jim O'Toole provided an overview of the funding workshop held for Member Agencies February 20<sup>th</sup>. A video of the workshop is available and the PowerPoint was sent out to Member Agencies. Oriana Hart expressed appreciation and indicated the overview was helpful; was interested in state funding opportunities where cost share is not 75% match, which is difficult for the City. Judd Goodman indicated the workshop was helpful and that a summary or cheat sheet identifying timing and \$ amounts would be helpful.

## **9. Member Agency 1:1 Discussions**

Jim O'Toole provided an overview of 1:1 Member Agency discussions regarding the status of projects identified in the Feasibility Study, any alteration of those projects, or new projects within the 4 Resilience Arenas. This will support recommendations for Feasibility Study Update and other funding opportunities. Oriana Hart and Andrew Damron indicated the discussion was helpful and suggested that a review of projects occur on a regular basis (annual or 2 year timestep). The consulting team is available to continue discussion with Member Agencies. Mark Millan indicated that there is a lot of interest in potable reuse in the Bay Area currently, and that a purified demonstration or education project could make sense for NBWRA.

## **10. FY25/26 NBWRA Budget Discussion**

Jim O'Toole provided an overview of 3 draft budget scenarios developed by the Consulting Team for TAC review and input. Chair Booker provided comment that the MOU should be reviewed and updated as part of the Program Manager budget. Rene Guillen provided clarifications and Mark Millan and Dawn Taffler provided additional context regarding scope items and potential approaches to a potable reuse demonstration or education project.

Chair Booker asked that TAC members come prepared to identify the preferred budget and vote on it at the next TAC meeting. Tony Williams and Paul Sellier commented regarding federal funding, other priorities within their agencies, and the timing of NBWRA budgeting process.

Chair Booker indicated that NBWRA would move their budgeting process for FY26/27 to the summer/fall to better align with Member Agency process. Jim O'Toole asked for TAC members to coordinate with their board members regarding budget information.

Chair Booker requested that the minutes of the February 6<sup>th</sup> meeting be included for review and approval at the April 3<sup>rd</sup> meeting.

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

The next meeting is scheduled for April 3, 2025.

#### **12. Adjournment**

There being no further business, Chair Booker adjourned the meeting was adjourned at 3:02 p.m.