



**Subregional Wastewater Technical  
Advisory Committee  
Meeting Minutes - Draft**

---

Thursday, February 10, 2022

8:00 AM

---

**1. CALL TO ORDER AND ROLL CALL**

Jennifer Burke, Chair, called the meeting to order at 8:09 a.m.

Present: 5 - Jennifer Burke, Craig Scott, Mary Grace Pawson, Ryan Crawford and Mike Thompson  
Absent: 0

City Staff Present:

Peter Martin  
Sean McNeil  
Elise Miller  
Tanya Mokvyts  
Jason Roberts  
Jeannine Sarragossa  
Joe Schiavone  
Lori Urbanek  
Emma Walton  
Kimberly Zunino  
Roberta Atha

Public Present:

Vanessa Garrett

**2. ADOPT RESOLUTION FINDING PROCLAIMED STATE OF EMERGENCY AND THAT MEETING IN PERSON WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES AND AUTHORIZING MEETINGS BY TELECONFERENCE OF LEGISLATIVE BODIES**

- 2.1** PRESENTATION - RESOLUTION OF THE SUBREGIONAL TECHNICAL ADVISORY COMMITTEE FINDING PROCLAIMED STATE OF EMERGENCY AND THAT MEETING IN PERSON WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES, AND AUTHORIZING MEETINGS BY TELECONFERENCE OF LEGISLATIVE BODIES

Moved by City of Rohnert Park (Pawson), seconded by City of Cotati (Scott). Approved by City of Santa Rosa, City of Cotati, City of Rohnert Park, City of Sebastopol and Sonoma Water.

### **3. APPROVAL OF MINUTES**

**3.1** October 14, 2021 - Regular Meeting Minutes.

The minutes for October 14, 2021 were accepted as submitted.

### **4. PUBLIC COMMENTS**

NONE.

### **5. NEW BUSINESS**

**5.1** PRESENTATION - APPROVAL OF 2022 MEETING SCHEDULE

The meeting schedule for 2022 was approved as submitted.

**5.2** PRESENTATION - VIRTUAL WATER REUSE TOUR

Elise Miller, Communications Coordinator, presented information on a new Virtual Tour video for the Regional Water Reuse System. The digital education tool was launched in December 2021 and is available in both English and Spanish. The three-part series includes a system overview, steps of treatment and compliance and reuse. The video has been shared through the City's website, the City Connections newsletter, YouTube and social media. The 10-minute video is available at: [srcity.org/WaterReuse](http://srcity.org/WaterReuse)

**5.3** PRESENTATION - FY 2022/23 BUDGET PROCESS AND TIMING

Kimberly Zunino, Deputy Director - Administration, provided information on the 2022/23 Regional budget process, including anticipated cost increases, annual flows, miscellaneous revenues and the budget approval schedule. Deputy Director Zunino reviewed the partners' 2020-21 allocations and the current refund reserves.

Craig Scott, City of Cotati, asked when the partners should review the proposed budget with their Councils. After discussion, it was determined it should occur in March to enable a vote at the April 7, 2022 Subregional Wastewater Technical Advisory Committee meeting for a recommendation to the Santa Rosa City Council.

**5.4** PRESENTATION - REGIONAL OPERATIONS DIVISION UPDATE

Emma Walton, Deputy Director - Water Reuse, provided an update for the Regional Operations Division. Recycled water production is lower than average, but higher than last year. Deliveries have been calculated and anticipated allocations have been set for agricultural irrigation. Deputy Director Walton discussed several urgent repairs that occurred at the Plant including: installation of temporary above-ground aeration piping, a polymer spill due to a pump failure, a large sink hole over leaking aeration piping, installation of a bypass line due to a plug in Digester #3 and a broken recycled water main. Deputy Director Walton also provided information on some upcoming Regional projects and stated the UV Disinfection project went out to bid on January 28.

**5.5 PRESENTATION - ENVIRONMENTAL SERVICES DIVISION UPDATE**

Sean McNeil, Deputy Director - Environmental Services, provided an update on the Environmental Services division. Laboratory updates included: creation of one new position to assist in the adoption of requirements for The NELAC Institute (TNI) standards, completion of the first external audit with a third-party assessor and installation of two new instruments. The Safe Medicine Disposal Regional program started in 2008 and has collected 93,589 pounds of pharmaceuticals. The Annual Report is nearly complete and 2021 highlights include: no discharge, 5.98 billion gallons of wastewater treated and 5,047 metric tons of biosolids produced - both with 100% reuse. Staff has been working with Regional Board staff to migrate credits from the Nutrient Offset Project to the Water Quality Trading Framework and is working with several partners to develop two creek restoration projects on Colgan Creek to generate additional credits.

**6. ADJOURNMENT**

There being no further business to come before the Santa Rosa Subregional Wastewater Technical Advisory Committee, the meeting adjourned at 9:12 a.m.

The next meeting is scheduled for March 10, 2022 at 8:00 a.m.