

**North Bay Water Reuse Authority
Technical Advisory Committee
Meeting Minutes
March 23, 2015**

1. Call to Order and Self Introductions

Chair Healy called the Technical Advisory Committee (TAC) meeting to order at 9:35 a.m. on Monday, March 23, 2015. The meeting was held at Novato Sanitary District, 500 Davidson Street, Novato, CA. For consultants not able to attend in person a conference call number was available, 1-866-906-7447, passcode 2428070#.

Committee Members Present

Tim Healy, Chair	Napa Sanitation District
Kevin Booker	Sonoma County Water Agency
Sandeep Karkal	Novato Sanitary District
Drew McIntyre	North Marin Water District
Phillip Miller	Napa County
Jake Spaulding	Sonoma Valley County Sanitation District
Leah Walker	City of Petaluma

Others Present

Chuck Weir, Program Manager	Weir Technical Services
Ginger Bryant	Bryant & Associates
Jenny Gain	Brown and Caldwell
Robin Gordon	Data Instincts
Jim Graydon	Kennedy Jenks Consultants
Jason Holley	City of American Canyon
Craig Lichty	Kennedy Jenks Consultants
Mark Millan	Data Instincts
Pilar Oñate-Quintana	The Oñate Group (via telephone)
Mike Savage	Brown and Caldwell
Dawn Taffler	Kennedy Jenks Consultants
Jeff Tucker	Napa Sanitation District

2. Approval of the Agenda

The TAC unanimously approved the agenda as presented.

3. Public Comments

There were no public comments.

4. Consent Calendar

4.a January 26, 2015 TAC Meeting Minutes

The January 26, 2015 TAC Meeting Minutes were unanimously approved as presented.

5. Report from the Program Manager

The Report from the Program Manager included the following items:

5.a Consultant Progress Reports – January and February 2015

The TAC reviewed the Progress Reports.

5.b Action Items from the January 26, 2015 Meetings

The TAC reviewed the Action Item List and noted that all items were current.

6. Financial Report for the Period Ending February 28, 2015

The TAC reviewed the Financial Report and noted that costs were tracking according to plan.

7. Budgets, Member Agency Cost Allocations, and Scopes and Costs for FY2014/15, FY2015/16, and FY2016/17

The TAC reviewed the three fiscal year budget that was approved by the Board on May 19, 2014. At that time the Board approved funding for only FY2014/15. In order for the program to continue, the Board will need to approve funding for FY2015/16. No changes to the scopes, costs, or member agency cost sharing are recommended at this time. Following discussion and as an action item, the TAC concurred with the proposed budget, scopes, and cost allocations and authorized that it be submitted to the Board for approval of funding for FY2015/16.

8. Phase 2 Status Report – Member Agency Projects Review, Appraisal Level Cost Estimate, Feasibility Study Report

Mike Savage, Jenny Gain, and Dawn Taffler provided an update on the current list of projects, appraisal level costs, and the process for the Feasibility Study. The focus of the discussion was on the process for prioritizing projects that will be included in the Feasibility Study. They also discussed and provided a brief demonstration on the SharePoint website which will be used for document review.

9. Request from City of American Canyon to join NBWRA to Participate in Phase 2

Jason Holley provided a brief description of their proposed joint storage project at Jameson Ranch with Napa Sanitation District. At this time the City desires to become an Associate Member and if a project proceeds through NBWRA it will be done in concert with Napa Sanitation District. There was discussion regarding possible budgetary impacts that may need to be considered. As an action item, the Board will be asked to approve City of American Canyon as an Associate Member at the April 27, 2015 meeting. If approved the City will be invoiced for the annual dues of \$5,000.

10. Program Development / Federal Advocacy Update / State Advocacy Update

Ginger Bryant and Pilar Oñate-Quintana provided an update on various state and federal issues for the TAC. Bryant discussed efforts to fix an error in federal language to allow funding for Phase 2 projects. She discussed proposed changes to the RRIFIA bill, partnering opportunities, and various funding options, including grants and loans. Oñate-Quintana discussed Proposition 1 Funding; State Water Board recycled water guidelines, and current legislation. She also provided a review of NBWRA Day in Sacramento.

11. Outreach Program Report

Mark Millan introduced Robin Gordon and noted that new videos have nearing completion and will be shown at the next Board meeting. He also discussed efforts to assist state and federal outreach efforts with elected officials.

12. Status of WaterSMART Grants and Applications

The application for \$450,000 for the Feasibility Study has been submitted.

13. Proposition 84 – Integrated Regional Water Management Program Update and Status

Kevin Booker led a discussion on the process for submitting an NBWRA proposal to the Bay Area IRWMP by the due date of April 20, 2015. CDM Smith will take the lead and B&C will assist. He and Jake Spaulding will set up conference calls to discuss projects and what is needed for the proposal. As an action item he requested that interested Member Agencies send an email to them indicating interest, listing a contact person, and a brief description of the project(s).

14. Items from Committee, Agency, Staff, or Consultants

Dawn Taffler noted that the 2016 Annual WaterReuse Conference will be held in Santa Rosa in March. Grant Davis will be the incoming President for two years. Plans for possible tours and other events were discussed.

15. Items for Next Agenda, April 27, 2015 at SCWA Office

Action items included the following:

1. Approve the second year of the three fiscal year budget and Member Agency Cost Sharing for FY2015/16.
2. Approve City of American Canyon as an Associate Member.
3. Send an email to Kevin Booker and Jake Spaulding listing a contact and brief description of possible projects for an NBWRA Proposal to the Bay Area IRWMP. Proposals are due April 20, 2015.

There being no further business, Chair Healy adjourned the meeting at 11:45 a.m.