

**North Bay Water Reuse Authority
Technical Advisory Committee
Meeting Minutes
May 11, 2015**

1. Call to Order and Self Introductions

Chair Healy called the Technical Advisory Committee (TAC) meeting to order at 9:41 a.m. on Monday, May 11, 2015. The meeting was held at Novato City Hall Council Chambers, 901 Sherman Avenue, Novato, CA 94945. Consultants not able to attend in person could participate via the conference call number, 866-906-7447 pass code 2428170#. Self-introductions were made.

Committee Members Present

Tim Healy, Chair	Napa Sanitation District
Pam Jeane, Vice Chair	Sonoma Valley County Sanitation District
Kevin Booker	Sonoma County Water Agency
Sandeep Karkal	Novato Sanitary District
Liz Lewis	Marin County
Drew McIntyre	North Marin Water District
Phillip Miller	Napa County
Paul Sellier	Marin Municipal Water District
Leah Walker	City of Petaluma

Others Present

Chuck Weir, Program Manager	Weir Technical Services
Phil Benedetti	City of Petaluma
Ginger Bryant	Bryant & Associates
Jenny Gain	Brown and Caldwell
Jim Graydon	Brown and Caldwell
Suzanne Huang	Kennedy Jenks Consultants
Mike Savage	Brown and Caldwell
Jake Spaulding	Sonoma County Water Agency
Dawn Taffler	Kennedy Jenks Consultants (via telephone)
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 April 27, 2015 TAC Meeting Minutes

The April 27, 2015 TAC Meeting Minutes were unanimously approved with one correction.

5. Report from the Program Manager

The Report from the Program Manager included the following items:

5.a Action Items from the April 27, 2015 Meeting

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

6. Phase 2 Working Discussion

Mike Savage and Jenny Gain led the TAC in a discussion of the following items:

- Process Overview
- Data Needs and Required Follow-up
- Identifying Your Values: Ranking Objectives and Subobjectives Update
- Scoring Weighting and Ranking Individual Projects
- Member Agency Direction Regarding Schedule

The consultant team discussed data needs, schedule, and rankings. They have been meeting with the agencies on an individual basis to quantify Phase 1 flows in order to determine available flows for Phase 2. They also concluded that storage is not a yield, but a means to achieve the ultimate yield. There was discussion regarding specific data on storage and delivery in order to quantify benefits and meet federal requirements for the EIR/EIS process and ultimately for up to 50% funding for storage.

Following discussion it was agreed that the June 22, 2015 meeting should be a TAC-only meeting in order to continue the data gathering and project prioritization process. It was further decided that a final recommendation on a specific project for the Feasibility Study should be presented to the Board at the July 27, 2015 meeting and that the TAC may need to meet the week of July 13, 2015 to select a final project to present to the Board. As an action item, the Program Manager will send a Doodle poll to set up a TAC Workshop the week of July 13, 2015.

7. Possible Addition of New Member Agencies to Phase 2 – Budget and Cost Sharing Issues

The consultant team was tasked with reviewing the issues associated with adding new members to Phase 2 and bringing a recommendation to this meeting. The TAC discussed the issues and recommendations and determined that no specific action was necessary at this time for a possible joint Napa Sanitation District / City of American Canyon (Napa San/City) project. It was agreed to let the current process continue and determine if specific action was needed at a later date.

Following discussion for Marin Municipal Water (MMWD) District and as an action item, the TAC unanimously approved the following terms and conditions for MMWD's reentry as a full Phase 2 member and participant:

- Require a commitment for Phase 2 participation by the June 22, 2015 TAC meeting.
- Provide an estimated project cost for the Phase 2 process by July 20, 2015 to be used in recalculating Phase 2 cost allocations based on project costs. Addition of MMWD to Phase 2 and modifications to the member agency cost allocations will be presented to the Board for approval at the July 27, 2015 meeting.
- Payment of FY2014/15 Phase 2 and Joint Use costs and applicable Phase 2 and Joint Use costs in FY2015/16 and beyond through the completion of Phase 2.
- Payment of the remaining buy-in fee of 0.6% of their identified Phase 2 project cost less the previously paid \$25,000.

The TAC noted that the addition of MMWD to Phase 2 would add \$104,000 to Brown & Caldwell's (B&C) engineering costs for the Feasibility Study. It was further noted and agreed that any additional funding for B&C would come from unused funds for the Triple Bottom Line (TBL) analysis that was to be conducted by one of their subconsultants. This will require a modification to B&C's agreement to redistribute costs by task, but will not change the total agreement cost or the approved NBWRA budget.

It was also noted that the additional project(s) for MMWD and the joint Napa San/City project could result in a second modification to the B&C budget for environmental analysis. It is not yet known if funds from the TBL task will cover this effort.

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

The TAC discussed the Proposition 84/IRWMP application and noted that NBWRA's request for \$3,925,000 may be reduced. TAC members noted that reductions beyond a certain level may result in their withdrawal from the process. It was also noted that the State Water Board has accepted NBWRA's suggested language changes for Proposition 1 Recycled Water funding. The next WaterSMART grant application package will likely be released in June 2015.

9. Items for Next Agenda, June 22, 2015 at Novato Sanitary District

Action items included the following:

1. A Doodle poll will be distributed to set up a special TAC Phase 2 Workshop the week of July 13, 2015.
2. A commitment from MMWD to participate in Phase 2 is due by the June 22, 2015 TAC meeting.

There being no further business, Chair Healy adjourned the meeting at 11:50 a.m.