



North Bay Water Reuse Authority

Las Gallinas Valley Sanitary District | Napa County | Napa Sanitation District | North Marin Water District
Novato Sanitary District | Sonoma County Water Agency | Sonoma Valley County Sanitation District

BOARD OF DIRECTORS MEETING AGENDA

Monday, February 14, 2011
9:30 A.M.

Novato Sanitary District
500 Davidson Street
Novato, CA 94945

1. Call to Order

2. Roll Call

3. Public Comment

(Any member of the public may address the Board at the commencement of the meeting on any matter within the jurisdiction of the Board. This should not relate to any item on the agenda. It is the policy of the Authority that each person addressing the Board limit their presentation to three minutes. Any member of the public desiring to provide comments to the Board on an agenda item should do so at the time the item is considered. It is the policy of the Authority that oral comments be limited to three minutes per individual or ten minutes for an organization. Speaker's cards will be available in the Boardroom and are to be completed prior to speaking.)

4. Introductions

Information
Page 3

5. Historical Update for the Board

(The Program Manager will report on orientation meetings held with the new Directors and Alternates.)

Action
Page 4

6. Election of Officers

(The Board will elect a Chair and Vice-Chair for 2011.)

Action
Page 5

7. Establishment of a Technical Advisory Committee

(The Board will consider creating a Technical Advisory Committee.)

Information
Pages 6 - 7

8. Budget Summary – Period Ending January 31, 2011

(The Board will review the Budget Summary for the period ending January 31, 2011.)

- Pages 8 - 10** **9. FY2010/11 Budget Amendments**
- Action** **9.a Increase Program Development and Federal Funding by \$50,000**
Pages 11 - 12 (The Board will consider amending the FY2010/11 Budget by \$50,000 and concurrently amending the agreement with Bryant & Associates.)
- Action** **9.b Increase Environmental Services by \$65,000**
Pages 13 - 19 (The Board will consider amending the FY2010/11 Budget by \$65,000 and concurrently amending the agreement with ESA.)
- Action** **9.c Increase the FY2010/11 Budget by \$59,100 for Phase 2A Appraisal Investigation**
Pages 20 - 26 (The Board will consider amending the FY2010/11 Budget by \$59,100 and concurrently amending the agreement with Bryant & Associates by \$29,300, amending the agreement with CDM by \$28,200, and amending the agreement with RMC by \$1,600.)
- Information** **10. Draft 3-Year Budget for FY2011/12, FY2012/13, and FY2013/14**
Pages 27 - 30 (The Board will review draft budgets for the next three fiscal years.)
- Action** **11. Letter to State Water Resources Control Board Regarding State Revolving Fund Loan Process**
Pages 31 - 33 (The Board will consider a letter to the State Water Resources Control Board regarding the State Revolving Fund Loan process.)
- Information** **12. American Recovery and Reinvestment Act and Title XVI Projects and Schedule Updates**
Page 34 (The Board will review the American Recovery and Reinvestment Act and Title XVI Projects and Schedules.)
- 13. Adjournment**

<p>Next Board Meeting Monday, May 16, 2011, 9:30 A. M.</p>

(In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a Board meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the Program Manager at (510) 410-5923. Notification of at least 48 hours prior to the meeting or time when services are needed will assist in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.)

(A copy of all the documents constituting the agenda packet is available for public inspection prior to the meeting at 500 Davidson Street, Novato, CA 94945. Any person may request that a copy of the agenda or the agenda packet be mailed to them for a fee of \$.10 per page plus actual mailing costs. If you wish to request such a mailing, please contact Chuck Weir, RMC, 2001 N. Main Street, Suite 400, Walnut Creek, CA 94596, 510-410-5923, cweir@rmcwater.com. The agenda and the agenda packet for each meeting are also available on-line at www.nbwra.com and will be available at the meeting.)

ITEM NO. 5 HISTORICAL UPDATE FOR THE BOARD

Following is a list of the NBWRA Directors and Alternates for each of the seven agencies that approved the Memorandum of Understanding (MOU) in 2010.

Agency	Director	Alternate
North Marin Water District	John Schoonover	Jack Baker
Napa County	Keith Caldwell	Bill Dodd
Napa Sanitation District	Mark van Gorder	Jill Techel
Novato Sanitary District	Bill Long	Jim Fritz
Las Gallinas Valley Sanitary District	Larry Loder	Megan Clark
Sonoma County Water Agency	David Rabbitt	Mike McGuire
Sonoma Valley County Sanitation District	Valerie Brown	Efren Carrillo

Coordination Committee Chair Bill Long, Ginger Bryant, and the Program Manager met with the new Directors and alternates to ensure a smooth transition from the Coordination Committee to the Board of Directors. The following items were discussed:

- NBWRA Board members and their responsibilities as outlined in the MOU
- A brief history of the Program
- Introduction of the consulting team
- The Draft agenda before them at their first meeting
 - Election of a Chair and Vice-Chair
 - Creation of the new Technical Advisory Committee (TAC) - formerly the Coordination Committee
 - Mid-year budget amendments

Meetings were held as follows:

1. February 3, 2011 at Novato Sanitary District: Bill Long, Jim Fritz, Bill Schoonover, and Jack Baker
2. February 3, 2011 at Sonoma County: David Rabbitt and Mike McGuire
3. February 4, 2011 at Napa County: Keith Caldwell and Mark van Gorder
4. Conference calls with the remaining Directors and alternates were scheduled for February 10 & 11, 2011.

ITEM NO. 6 ELECTION OF OFFICERS

Action Requested: Elect a Chair and Vice-Chair for 2011.

Section No. 11. Officers of the NBWRA of the Memorandum of Understanding states: “The Board of Directors of the NBWRA shall elect a Chair, a Vice-Chair and such other officers annually on the first meeting of the calendar year. The Board of Directors may choose to adopt a policy that requires the rotation of the Chair, by Member Agency, on an annual basis.”

NBWRA Director Bill Long, Novato Sanitary District, has served as the Chair of the NBWRA Coordination Committee for the last several years.

Recommendation

It is recommended that the Board elect a Chair and Vice-Chair to serve in 2011. The Board may also choose to establish a rotation policy by agency.

ITEM NO. 7 ESTABLISHMENT OF A TECHNICAL ADVISORY COMMITTEE

Action Requested: Establish a Technical Advisory Committee and appoint a voting member and alternate from each member agency.

Section No. 11 Technical Advisory Committee (TAC) of the Memorandum of Understanding (MOU) states “(a) Purpose. The Board of Directors may create a Technical Advisory Committee as needed for the month-to-month management of budget, schedule, and scopes of work for the NBWRA.”

The MOU also provides for membership of the TAC: “If created by the Board of Directors, the Technical Advisory Committee shall consist of one representative, not from the governing body, from each Member Agency. Such representative shall be the general manager or a suitable staff member of the Member Agency. In the event that the general manager or staff member is unavailable for a meeting, he or she may designate an alternate.”

It is likely that the former members of the Coordination Committee would be appointed to the TAC.

Recommendation

It is recommended that the Board establish a Technical Advisory Committee and appoint members as described in the Memorandum of Understanding.

ITEM NO. 8 BUDGET SUMMARY - PERIOD ENDING JANUARY 31, 2011

Action Requested: None at this time.

Attached is the budget presentation for the period ending January 31, 2010. All consultant contracts have been amended through the use of uncommitted funds and per the approved budget for FY2010/11.

As indicated in the report, Bryant and Associates will exceed its budget in February or March 2011, and ESA has already exceeded its budget by over \$41,000. Agenda Item Nos. 9.a and 9.b are intended to address these budget issues.

Recommendation

None at this time.

North Bay Water Reuse Authority

Monthly Project Cost Summary

Period Ending: January 31, 2011

L. TOTAL PROJECT COSTS

A Project	B Consultant	C Original Budget	D Amendments	C + D = E Revised Budget	F Original Contract	G Contract Amendments	F + G = H Total Contract	E - H = I Uncommitted	J Prior Expenses	K This Period Expenses	J + K = L Total Expenses	H - L = M Remaining	% M/H % Avail.
Program Manager	RMC / Oakley Water	100,000	150,000	250,000	100,000	150,000	250,000	-	202,609	9,720	212,329	37,871	15.1%
Program Development and Federal Funding	Bryant & Associates	225,000	557,000	782,000	225,000	557,000	782,000	-	752,029	15,481	767,510	14,490	1.9%
Federal Authorizations and Appropriations	The Ferguson Group	50,000	-	50,000	50,000	-	50,000	-	20,000	5,000	25,000	25,000	50.0%
Legislative/Program Development (State)	KP Public Affairs	35,000	95,000	130,000	60,000	70,000	130,000	-	101,065	5,000	106,065	23,935	18.4%
Public Outreach	Rauch Comm.	120,000	246,000	366,000	108,935	253,200	362,135	3,865	341,171	2,722	343,894	18,242	5.0%
Engineering/Economic	CDM	240,000	437,000	677,000	240,000	437,000	677,000	-	555,258	13,424	568,682	108,318	16.0%
Environmental	ESA	1,000,000	326,000	1,326,000	999,308	326,000	1,325,308	692	1,332,998	33,923	1,366,921	(41,613)	-3.1%
Contingency	n/a	10,000	85,000	-	-	-	-	-	-	-	-	-	NA
TOTAL BUDGET		\$1,780,000	\$1,896,000	\$3,581,000	\$1,783,243	\$1,793,200	\$3,576,443	\$4,557	\$3,305,131	\$85,271	\$3,390,401	\$186,042	5.2%

Notes:

- Budget data based on NBWRA approved budgets for FY2007/2008, FY2008/2009, FY2009/2010, and FY2010/2011. In general Amendments implies FY08/09, FY09/10, and FY10/11, but the original budget may cover more than one fiscal year.
- Uncommitted indicates either a contract has not been issued or an existing contract has not yet been amended per approved NBWRA FY Budgets.
- \$58,000 moved from contingency to Federal Legislative for a total in this project of \$208,000 for FY2009/10. Approved January 25, 2010. Moved \$37,000 from contingency to environmental. Approved August 16, 2010.
- \$120,000 in CDM Total Contract is funded entirely by USBR for the dual-purpose and financial capability analysis.
- \$42,000 budget amendment approved September 20, 2010 for CDM ARRA reporting.
- FY2010/2011 Budget adopted May 17, 2010. Total was for \$545,000

2. USBR and NBWRA COST SHARING

Project	Consultant	Original Budget	Amendments	Revised Budget	USBR Original	USBR Amended	USBR Revised	NBWRA Original	NBWRA Amended	NBWRA Revised
Program Manager	RMC / Oakley Water	100,000	150,000	250,000	-	-	-	100,000	150,000	250,000
Program Development and Federal Funding	Bryant & Associates	225,000	557,000	782,000	-	-	-	225,000	557,000	782,000
Federal Authorizations and Appropriations	The Ferguson Group	50,000	-	50,000	-	-	-	-	-	50,000
Legislative/Program Development (State)	KP Public Affairs	35,000	95,000	130,000	-	-	-	35,000	95,000	130,000
Public Outreach	Rauch Comm.	120,000	246,000	366,000	80,000	-	80,000	240,000	246,000	486,000
Engineering/Economic	CDM	240,000	437,000	677,000	175,000	120,000	295,000	175,000	395,000	570,000
Environmental	ESA	1,000,000	326,000	1,326,000	500,000	74,000	574,000	570,000	289,000	859,000
Contingency	n/a	10,000	85,000	-	-	-	-	10,000	27,000	37,000
TOTAL BUDGET		\$1,780,000	\$1,896,000	3,581,000	\$755,000	\$194,000	\$949,000	\$1,355,000	\$1,809,000	\$3,164,000

3. MEMBER AGENCIES

NBWRA Agencies	Total Assessments	Assessments			Previous FY Carryover	Assessment		Previous Expenses Paid	Member Balance
		Assessments Paid	Assessments Due	Assessments Due		Interest Earned	This Period Expenses Paid		
Las Gallinas Valley Sanitary District	583,157	360,698	222,459	55,298	415,996	5,667	325,260	26,705	69,699
Napa Sanitation District	1,078,594	815,581	263,013	28,140	843,721	5,055	599,637	45,733	203,407
Novato Sanitary District	776,003	510,158	265,845	18,432	528,590	6,454	465,027	34,681	35,336
Sonoma Valley County Sanitation District	789,641	478,527	291,114	69,295	547,822	7,775	427,318	35,085	93,194
Sonoma County Water Agency	450,848	276,462	174,386	42,753	319,215	4,570	251,468	20,646	51,670
Total	\$3,658,243	\$2,441,426	\$1,216,817	\$213,919	\$2,655,345	\$29,521	\$2,068,710	\$162,850	\$453,307

4. MEMBER AGENCIES FY 2010/2011

NBWRA Agencies	Total Assessments	Assessments		Assessments Due
		Assessment Paid	Assessments Due	
Las Gallinas Valley Sanitary District	85,689	3500	89,189	-
Napa Sanitation District	157,974	3500	161,474	-
Novato Sanitary District	122,512	3500	64,756	61,256
Sonoma Valley County Sanitation District	112,577	3500	116,077	-
Sonoma County Water Agency	66,248	-	66,248	-
Total	\$545,000	\$14,000	\$497,744	\$61,256

Notes:

(1) Payments made on behalf of member agencies may not match consultant expenses due to timing of invoicing and payment processing.

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Agenda Explanation
 North Bay Water Reuse Authority
 Board of Directors
 February 14, 2011

ITEM NO. 9 FY2010/11 BUDGET AMENDMENTS

Action Requested: Approve the three budget amendments as described in the attached reports for Item Nos. 9.a, 9.b, and 9.c.

9.a Increase Program Development and Federal Funding by \$50,000

Please refer to the attached memo dated January 26, 2011 from Ginger Bryant, Bryant & Associates for the information supporting this budget amendment. Note that 50% of the cost is eligible for federal cost sharing, which results in an assessment to the member agencies of \$25,000.

9.b Increase Environmental Services by \$65,000

Please refer to the attached letter dated January 21, 2011 from Jim O'Toole, ESA for the information supporting this budget amendment.

9.c Increase the FY2010/11 Budget by \$59,100 for Phase 2A Appraisal Investigation

Please refer to the attached Introduction and Overview – Considerations Toward Pursuing a Phase 2 Appraisal Investigation for the information supporting this budget amendment. Note that this is only for Phase 2A – Membership and Management. Based on the results of Phase 2A, Phase 2B – Appraisal Level Analysis and a Phase 2 Feasibility Study may be added to the FY2011/12 budget. Phase 2B is eligible for 50% federal cost sharing. Six of the seven member agencies have agreed to participate in Phase 2A on an equal cost share basis. Based on the results of Phase 2 analysis, costs may be redistributed based on relative benefits of a Phase 2 project. North Marin Water District has opted to use its eligible federal share for its projects.

Attached is a NBWRA Proposed Amendment Allocation table of costs to each of the member agencies. Costs for 9.a and 9.b are based on the prior MOU, which is 25% equal shares, and 75% based on relative member agency O&M budgets. The MOU provides for a redistribution of these costs and the member agencies have agreed to do this after the close of FY2010/11.

Recommendation

It is recommended that the Board approve the following items:

1. Agenda Item No. 9.a, Increase Program Development and Federal Funding by \$50,000.
2. Agenda Item No. 9.b, Increase Environmental Services by \$65,000.
3. Agenda Item No. 9.c, Increase the FY2010/11 Budget by \$59,100 for Phase 2A Appraisal Investigation.

Approval of these items also authorizes the following:

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Agenda Explanation
North Bay Water Reuse Authority
Board of Directors
February 14, 2011

1. Sonoma County Water Agency to assess the member agencies for costs as proposed.
2. Sonoma County Water Agency to amend consultant agreements with Bryant & Associates, ESA, CDM, and RMC / Oakley Water as proposed.

North Bay Water Reuse Authority Proposed Amendment Allocation								
Budget Amendment	Local Share	Las Gallinas Valley Sanitary District	Napa Sanitation District	Novato Sanitary District	Sonoma Valley County Sanitation District	Sonoma County Water Agency	North Marin Water District	Napa County
9.a Program Development and Federal Funding (\$50,000 total, \$25,000 local share)	\$25,000	\$3,931	\$7,247	\$5,620	\$5,164	\$3,039	\$0	\$0
9.b Environmental Services (\$65,000)	\$65,000	\$10,220	\$18,841	\$14,612	\$13,427	\$7,901	\$0	\$0
9.c Phase 2A Appraisal Investigation (59,100 total, \$29,550 local share, shared equally by six participating agencies)	\$29,550	\$4,925	\$4,925	\$4,925	\$4,925	\$4,925	\$0	\$4,925
Total	\$119,550	\$19,075	\$31,012	\$25,156	\$23,516	\$15,865	\$0	\$4,925



Memorandum

Date: *January 26, 2011*

To: *North Bay Water Reuse Authority Members*

From: *Ginger Bryant, Bryant & Associates*

Re: *Request for Mid-year Budget Adjustment*

The following memorandum provides information in support of my request for a budget amendment and includes details on cost-share allocation, status of my current agreement, activities associated with exceeding my current budget and, my contract budget history.

NBWRA Member and US Bureau of Reclamation Cost-share

As my tasks constitute planning activities on behalf of NBWRA, this request qualifies for 50% federal cost share. Using the current member cost allocation formula, the additional cost per member is below:

SCWA	\$ 6,078 cost shared at 50% is \$ 3,039
SVCSD	\$10,328 cost shared at 50% is \$5,164
LGVSD	\$ 7,861 cost shared at 50% is \$ 3,931
Napa	\$14,493 cost shared at 50% is \$7,247
<u>Novato</u>	<u>\$11,240 cost shared at 50% is \$5,620</u>

Status of Current Agreement

Current Contract Capacity	\$124,000
Invoiced thru December 31, 2010	\$ 94,122 (76% Complete)
Remaining Capacity	\$ 29,878

Activities Associated with Exceeding Current Budget

There are three tasks primarily associated with exceeding my current budget:

1. I was leading negotiations that successfully secured a time extension waiver for completion of the Program environmental documents and as a result, NBWRA projects received \$7.3 million in American Recovery and Reinvestment Act (ARRA) grants.
2. At the request of Representatives Thompson and Woolsey, I organized a Congressional briefing and tour in October 2010.
3. At the request of Reclamation, I've been involved with increased over-site, coordination and schedule management in the completion of the environmental documents, specifically the Record of Decision and Section 106 consultation, as part of the time-extension waiver secured for award of the ARRA grants.

Remaining Tasks for Fiscal Year

In the coming months I anticipate performing the following tasks on behalf of the NBWRP:

1. Brief new Board Members in preparation for the February 14, 2011 meeting
2. Update handouts, write letters, schedule meetings and prepare information for Washington D.C. trip in support of Program funding - proposed dates are Wednesday March 2 thru Friday March 4, 2011.
3. Send invitations, prepare materials and coordinate with Interior, USBR and Administration staff for a regional tour in support of funding – targeting week of April 25, 2011.
4. Manage and coordinate activities with The Ferguson Group, our Washington D.C. lobbying firm.
5. Continue to monitor and secure Program appropriations and grant opportunities/
6. Continue to monitor ROD/Section 106 process.
7. Support State lobbying efforts.
8. General authority support.

History of Budget Requests and Board Actions

NBWRP Federal Program Development Funding History - January 2011				
Budget Year	Proposed Budget Bryant & Assoc with The Ferguson Group	Requested/Adopted Budget Bryant & Assoc	Requested/Adopted Budget The Ferguson Group	Mid-year Budget Amendment Bryant & Assoc Requested/Adopted
FY 09/10	\$225,000	\$175,000/\$100,000	\$50,000/\$50,000	\$115,000/\$58,000*
FY 10/11	\$225,000	\$175,000/\$124,000	\$50,000/\$50,000	\$50,000/pending
FY 11/12	\$225,000			

* Contract capacity filled in May 10

January 21, 2011

Chuck Weir
NBWRA Program Manager
RMC / Oakley Water Strategies
2001 N. Main Street, Suite 400
Walnut Creek, CA 94596

Kevin Booker
Sonoma County Water Agency
404 Aviation Boulevard
Santa Rosa, CA 95403

Subject:

Dear Chuck and Kevin:

Please see the attached scope of work for augmenting ESA's scope of work for Fiscal Year 2010/2011, currently at \$111, 800 to support tasks necessary to maintain NBWRA federal funding: 1) increased effort to complete documentation to support Reclamation's Section 106 Consultation with the State Historical Preservation Officer (SHPO), and; 2) assisting NBWRA Member Agencies with environmental design review to ensure compliance with Record of Decision (ROD) requirements, including compliance with the EIR/EIS Mitigation Monitoring and Reporting Program (MMRP) and conditions contained in the United States Fish and Wildlife Service (USFWS) Biological Opinion (BO). Our scope of work modification includes the following:

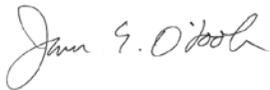
- **Task 2. Section 106 Consultation Support.** Substantial effort has been required in order to prepare Cultural Resource documentation to support Reclamation's Section 106 process. Completion of Section 106 consultation by Reclamation is required in order to acquire funding under both ARRA and Title 16. Consistent with our verbal update in December 2010, ESA approached its scope of work ceiling at the beginning of December. **A chronological summary of work to date on this issue is attached (Attachment A).** Substantial work effort, including receipt of an additional round of Reclamation comments necessitating document revision and re-submittal, has occurred in December 2010 and January 2011. ESA's anticipated level of effort to complete this task is \$40,000.
- **Task 6. NBWRA Agency Design Review:** ESA will assist NBWRA Member Agency design teams in the incorporation of mitigation measures and conditions into plans and specifications. ESA's anticipated level of effort to complete this process is \$25,000, consistent with our previously submitted estimate of long-term program implementation costs (Attachment B, task highlighted in yellow). It is recommended that this task be authorized at this time by NBWRA (as opposed to by the individual agencies) in order to meet design and construction bid schedules.

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In general, it is anticipated the environmental tasks related to coordinating with Reclamation and reporting on individual project compliance would be contracted through NBWRA. Anticipated tasks include environmental training and reporting (highlighted in blue in previously submitted scope of work). It is anticipated that monitoring of individual projects would be contracted through the individual member agencies as appropriate.

Our scope of work augmentation of \$65,000 represents an order of magnitude estimate both for individual tasks and the overall scope of work. Additional resources may be necessary to complete the identified tasks, and additional tasks requiring completion to acquire and maintain federal funding may be identified. ESA looks forward to working with the NBWRA Program Manager and Member Agencies to optimize available resources to meet the needs of the overall program. ESA appreciates the opportunity to continue to provide environmental services in support of the NBWRA Member Agencies, and looks forward to the program's successful implementation.

Sincerely,

A handwritten signature in black ink that reads "James E. O'Toole".

James E. O'Toole
Director, North Bay Water Group

Attachment A. Section 106 Effort

As previously noted, substantial effort has been required to support Section 106 consultation.

- As identified in our 2010-2011 budget of \$75,000 for Section 7 (endangered species) and Section 106 (cultural resources) consultation processes, this cost estimate represented an order of magnitude scope of work, and was generated based upon what was acceptable to the Coordination Committee from a budget commitment standpoint. Additionally, ESA cannot control the timing or issuance of federal regulatory permits, or Reclamation’s internal approval process.
- An underlying issue throughout this process has been the fact that Section 106 requires establishment of a specific Area of Potential Effect (APE) within which all project activities will occur. However, none of the NBWRA projects had completed design, and with the exception of the NSD Napa State Hospital Reach, not one project is at final design. ESA has been instrumental in the development of an APE, without the benefit of design information, that provides enough flexibility for the Member Agencies to implement their project, including staging areas, yet meets the level of detail requirements of the Section 106 process.
- Reclamation has taken a conservative approach on several technical issues that have contributed to the need for additional technical analysis, field work, document iterations, and schedule. This has been compounded by staff turnover at Reclamation. These technical issues include: the request for subsurface survey at eight sites within the APE that would typically be monitored during construction rather than evaluated in advance; request for additional technical information regarding four concrete culverts in Napa County that have stone work above the roadway surface within the context of “historical bridge structures”; additional technical documentation regarding shell fragments found during the subsurface survey. Each of these requests has come sequentially following submittal, i.e., Reclamation has identified a new technical issue in a different part of the document, not previously identified in their comments.
- ESA’s Subsurface Survey Scope of Work for \$38,000, approved by the Committee in August, 2010, covered only the costs of field data collection. We attempted to complete report preparation and completion of the Section 106 support process under our approved annual budget. However, as demonstrated in Table 1, Section 106 Chronology, this reduced scope of work was not adequate given the level of coordination necessary to complete this process. In addition to the tasks identified in the chronology, ESA continued to support NBWRA on other environmental issues, including acquisition of USFWS Biological Opinion, drafting of the Record of Decision, identification and acquisition of California Red-Legged Frog (CRLF) mitigation at the Ohlone Mitigation Bank, and weekly and monthly coordination efforts with the consulting team and NBWRA Member Agencies, and we will need to continue to support these items through June 2011.
- ESA identified verbally to the Committee in December that it had met its scope of work ceiling. ESA’s above contract value by month are documented in the below table.

Nov 1-30	\$ 5,345
Dec 1-31	\$21,333
Jan 1-15	\$10,690
Total	\$32,023

Table 1. Section 106 Coordination Chronology

Date	Action	Notes
April 2010	No staging areas identified in APE	ESA identifies potential staging areas for all projects and includes in APE maps
May 17, 2010	Sent Native American Contact information to Dawn Ramsey, Reclamation Cultural Resources (CR) Staff	To be used to begin Native American Consultation
June 1, 2010	2 nd Admin Draft CR Report Submitted	
June 14, 2010	Reclamation requests Extended Subsurface Survey at 8 sites in 3 Counties	
June 22, 2010	ESA prepares Draft Extended Subsurface Survey Work Plan	
July 9, 2010	Reclamation provides comments on 2 nd Admin Draft Cultural Resource Report	
July 12, 2010	Reclamation provides comments on Draft Extended Subsurface Work Plan	
July 19, 2010	ESA provides verbal update and scope of work to NBWRA	
July 29, 2010	ESA submits Final Extended Subsurface Work Plan	
Aug 19	ESA submits 3 rd Admin Draft Cultural Resources Report	
Aug 23-Sept 13	ESA executes Extended Subsurface Work Plan	<ul style="list-style-type: none"> • Napa SD: at Tulucay Creek: August 23. • NMWD South: at Hangar Avenue: August 16 • NMWD North: Bugeia and H Lane: August 16, 25 • NMWD North: Arroyo Avichi: August 25, 2010 • SVCSD Salt Marsh: September 13; Private Property access provided by SCWA.
Sept 16	Meeting with Reclamation’s Dawn Ramsey and Laurie Perry with SCWA staff	Reclamation requests additional detail on 4 concrete culverts with bridge stone caps in Napa and provides 50 item comment matrix.
Oct 12	ESA submits 4 th Admin Draft	ESA responds point by point to matrix, and provides additional historical analysis of culverts, including field sketches and photo-documentation.
Oct 28	ESA re-submits 4 th Admin Draft due to removal of SVCSD Pipeline from Project	SVCSD pipeline removed from project due to positive results in subsurface sampling. No other changes in document.
Nov 3	ESA submits Extended Subsurface Survey Report	
Nov 4	ESA resubmits Native American Contact Information to Reclamation	Previously submitted July 2010.
Dec 3	ESA coordinates conference call regarding	

	ROD and Section 106 Process	
Dec 16	Reclamation indicates comments on Cultural Resources Report and Extended Survey Report are pending.	
Dec 21	ESA coordinates conference call regarding ROD and Section 106 Process	Reclamation indicates that Section 106 will extend to April due to Native American consultation, and that comments on Cultural Resources Report and Extended Survey Report will be provided after Christmas.
Dec 21	ESA contacts NSD regarding Section 106 status	
Jan 7, 2011	Reclamation submits comments on Cultural Resources Survey Report and Extended Survey Report. Requests Meeting to review Extended Survey Report sample results at 3 locations.	
Jan 10, 2011	ESA meets with Reclamation to review sampling results at 3 locations.	Confirms conclusions.
Jan 14, 2011	ESA submits revised Cultural Resources Survey Report and Extended Survey Report.	Provides additional information regarding 3 sampling locations and additional information regarding jack and bore locations throughout the NBWRA projects.
Jan 19	ESA supports Reclamation in meeting with Graton Rancheria	
Jan 26	ESA to support Reclamation in 2 nd meeting with Graton Rancheria.	

**Attachment B: ESA NBWRA Anticipated Scope of Work
Fiscal Years 2010/11, 2012/13, 2013/14
Previously Submitted in May 2010 Board Packet**

Anticipated scope of work assumes that additional permitting, SRF Loan applications, and construction monitoring required for each Member Agency project is contracted directly with each Member Agency. It may be advantageous for these costs to be included in NBWRA for federal cost share; however, based upon discussion to date, they are not included in the annual NBWRA cost estimate. Potential costs for individual projects are identified under the “Construction Monitoring” heading below.

NBWRA Phase 1 Program Management:

- Section 7/Section 106 compliance. Tracking, implementation and documentation of permit conditions established in the USFWS Biological Opinion, and Section 106 Memorandum of Understanding. This would include: mitigation program development and implementation for CRLF mitigation requirement for the NBWRA as a whole; changes to project design and BO amendment; and preparation of annual reporting to demonstrate compliance to Reclamation and USFWS.
- Project Design Support. Review and coordination of EIR/EIS mitigation measures into individual project specification and annual reporting of implementation.

Environmental Compliance – Individual Phase Projects

It should be noted that typical construction monitoring scopes would be on the order of \$100K to \$200K, depending upon project complexity and construction schedule duration. It is anticipated that Napa Salt Pond and LGVSD will have the most intensive monitoring requirements.

A preliminary order of magnitude cost estimate for each Phase I Project is provided in Table 1, assuming a 6 month monitoring schedule. Cost estimate are based on general project complexity and resources; actual monitoring requirements to comply with BO, Section 106, or other regulatory agency requirements may require greater level of effort. Additionally, construction monitoring is highly variable based upon site conditions, contractor performance, and schedule; as the level of effort may be increased or decreased. A project specific scope of work will be developed for each individual project.

Table 1. Preliminary Environmental Compliance Cost Estimate, by Phase I Project

	Napa San/ Napa County	NMWD/ Novato	NMWD/ LGVSD	SVCSD RWMP	SVCSD Napa Salt Pond
Design Review	5,000	5,000	5,000	5,000	5,000
SRF Loan Application Support	5,000	5,000	5,000	5,000	5,000
Corps/RWQCB/CDFG Permit Application			25,000		25,000
Contractor Training	5,000	5,000	5,000	5,000	5,000
Construction Monitoring					
Biological (1)	50,000	15,000	100,000	15,000	100,000
Cultural Resources (2)	25,000	25,000	25,000	25,000	25,000
Reporting	10,000	10,000	10,000	10,000	10,000
	100,000	65,000	175,000	65,000	175,000

- 1) Assumes full time (100K), ½ time (50K), or spot check monitoring (15K) with 6 months construction period (8 hour, 5 day work week).
- 2) Assumes cultural resource spot check level of effort. Section 106 may require full time monitoring.

INTRODUCTION AND OVERVIEW

Considerations Toward Pursuing a Phase 2 Appraisal Investigation

Water Supply and Infrastructure – Twin Concerns of Our Region

The water management world and, increasingly the general population, are acutely aware of the need to develop sustainable water supplies to meet our community’s growing and diverse needs.

Federal and state governments have prioritized the need to improve water supply and infrastructure and looking closer to home, we find goals for water and resource conservation in the Napa, Sonoma and Marin County General Plans. Indeed, each of the NBWRA member agencies has stated goals regarding recycling and water conservation.

NBWRA Goals Focus On the Same Water Management Issues

The NBWRA’s goals, as stated in the Memorandum of Understanding, align with these federal, state and local water management priorities:

- Offset urban and agricultural demands on potable water supplies;
- Enhance local and regional ecosystems;
- Improve local and regional water supply reliability;
- Maintain and protect public health and safety;
- Promote sustainable practices;
- Give top priority to local needs for recycled water, and
- Implement recycled water facilities in an economically viable manner.

The inescapable fact is that the North Bay region is water short, yet any plan to bring in additional supplies from the Russian River, State Water Project or desalination are long-term at best. Improved conservation will help, but it is increasingly clear, that the best—perhaps only—new, near-term, reliable water supply for our region will come from recycled water.

Implementing Recycled Water Programs Is Complex and Takes Time

Our regional recycled water suppliers, the area’s Sanitation Districts, operate in a rigorous regulatory framework. Hence, the challenge is to develop strategies that maximize uses of recycled water without compromising the individual District’s ability to remain flexible, function efficiently and provide value to their ratepayers.

Given these requirements, how can the NBWRA members continue to work together, assist each other and the region, to attain these fundamental water management goals? The answer is to prioritize fully funding and implementing the projects identified in Phase 1 while concurrently planning for the region’s future.

Implementing Phase I is the Priority, But it is Timely to Begin Investigating Phase 2

It is acknowledged that members have varying levels of interest in continuing their participation in the NBWRA beyond their Phase 1 projects. However, one of the primary functions of the NBWRP is to serve as a vehicle for agencies to collaborate and jointly investigate local and regional projects. In answer to this, the Phase 2 Appraisal Investigation provides a cost effective and timely opportunity to identify potential partners and their project opportunities.

The purpose of the Appraisal Investigation is to provide members detailed information about what Phase 2 could encompass. The study will look at expanded uses of recycled water beyond Phase 1 projects so that at the conclusion of the investigation, current and potential NBWRA members will have a comprehensive understanding of Phase 2 and information on which to base decisions regarding initiation of full Phase 2 Feasibility studies.

The Appraisal Investigation would be conducted in two parts and include:

Phase 2A - Membership and Management

- Current and New Membership
- Program Management and Fiscal Issues and,

Phase 2B - Appraisal Level Analysis

- Conceptual Level Operations Analysis
- Preliminary Identification of Program Scale and Costs for Design and Construction
- Review of Members Ability to Meet Non-Federal Cost Share
- Conceptual Energy and Environmental Benefits
- Federal Appropriations and Authorization Needs

The Phase 2 Appraisal Investigation will build on the existing Phase 1 Engineering, Economic and Environmental Documents and conclude with:

- Summary Memorandums of Tasks 2A and 2B
- A Detailed Scope, Schedule and Budget for Conducting a full Phase 2 Feasibility Study

In Summary – The Significant Benefits of Phase 2

There are several significant advantages to proceeding with Phase 2 at this time:

- Phase 2 is consistent with federal, state, regional and member agency goals
- 50% federal funding is available
- There is an effective and informed team in place that would be costly and difficult to rebuild
- The planning horizon is 3-5 years to complete full Phase 2 studies - Note that Phase 1 is scheduled for completion in 2015, so the schedules are consistent
- Transitioning from Phase 1 to 2 will make it easier to maintain federal funding than to try and start a new funding stream in the future
- The Phase 2 Appraisal Investigation helps to position NBWRP for funding support from USBR which plans three years ahead in their budgets'
- We have an estimated potential 20,000 acre-feet of a sustainable water supply, a large new water reuse opportunity, and a potentially uninterrupted federal funding stream.

NBWRP Phase 2 Appraisal Investigation Tasks

The objective of this investigation is to develop a preliminary definition of the agencies, projects, costs, and level of effort needed to complete engineering and environmental analysis for Phase 2 while maintaining Phase 1 progress and public and Federal support. The primary product will be a cost estimate and schedule for the feasibility study and environmental documentation on which the NBWRA agencies can make informed decisions regarding initiating full Phase 2 Feasibility Studies.

Phase 2A Membership and Management

Membership Outreach and Development

This task will define interest and projects of both existing NBWRA agencies and those of potential new members. Working closely with existing NBWRA agencies, briefing material, talking points and presentations will be developed for each county and discussions held to determine interest in joining the NBWRA, Phase 2B Appraisal Investigations and or full Phase 2 Feasibility Studies. Information on potential projects will be collected and concepts for the expanded program will be developed.

Program Management and Fiscal Issues

Based on the determined interest in participating in Phase 2B of the Appraisal Investigation and or full Phase 2 Feasibility Studies, various cost share alternatives will be developed using current MOU exhibits and historical cost share scenarios. Accompanying these alternatives will be recommendations for management structure, SCWA and consultant tasks and budget needed to implement them.

Phase 2A Summary Memorandum

A summary memorandum will be completed that includes a preliminary definition of the interested agencies, their potential projects, water needs, FY 11/12 program tasks and budget and member cost share options. These findings will be presented at the May 2011 NBWRA Board Meeting with a request for action regarding initiation of Phase 2B activities.

Phase 2B Appraisal Level Analysis

Conceptual Level Operational Analysis

Based on interest and potential projects identified in 2A, preliminary monthly operations analysis will be conducted to determine seasonal storage needs, potential integration with Phase 1 facilities, and general points of delivery. Conceptual level sizing of storage and other facilities will rely on monthly demand distribution patterns developed in Phase 1. Information developed in the Appraisal Investigation of Dual Purpose Storage Opportunities for potential storage sites will be used to develop the conceptual locations, layout and volumes of seasonal storage.

Preliminary identification of Program and Costs for Design and Construction

Conceptual level layouts of storage, conveyance and distribution facilities will be developed on USGS based GIS database used in Phase 1. Preliminary facilities sizing will be based on peaking factors used in Phase 1. Cost curves and the approach for estimates of costs used in the Phase 1 Feasibility Study will be used to develop an order of magnitude level estimate of cost. Project layouts and estimates of costs

will not be at Title XVI Feasibility Level, but sufficient to determine the cost range of a potential Phase 2. Phase 2 general definition and ranges of costs will be summarized to provide talking points for discussions with local and Federal agencies.

Review of Member's Ability to Meet Non-Federal Cost Share

The conceptual level Phase 2 program scale and costs will require 75% percent matching funds from the local agencies. A Financial Capability Determination study was conducted in Phase 1 to allow federal fund disbursement. The consultant will review the Phase 1 analysis to provide a preliminary assessment of the capacity of participating Phase 1 agencies to take on more construction projects following. Additionally, information will be requested of potential new agencies that might look to join Phase 2. Information should include details and documentation (if available) for funding the nonfederal share of construction and any required annual debt service and annual project operations costs.

Conceptual Level Project Benefits

In order to justify local and federal expenditures the benefits of a potential Phase 2 projects must be identified. The conceptual level investigation will address two facets:

- Water and energy benefits:
 - How will a Phase 2 recycled water program reduce the need for imported or more costly water supplies
 - How will a project reduce energy needs and consumption versus alternative approaches to meeting local water needs
- Environmental and habitat:
 - Will a Phase 2 program reduce current impacts to the environment and habitat
 - How will the program improve or enhance the environment and habitat

Scope of Work for Full Phase 2 Feasibility, Economic and Environmental Studies

Based on the information developed, a scope of work, schedule and budget to complete a Phase 2 program feasibility study and environmental documentation will be developed. Emphasis will be made on the use of existing available information and analyses developed in Phase 1 to efficiently and cost effectively conduct necessary activities to perform Phase 2 Feasibility and Environmental analyses. The Scope of work will include:

- Planning & Engineering
- Economic & Financial
- Environmental
- Public Outreach

Federal Appropriations and Authorization Needs

This task will consider as first priority, securing the Federal funds needed to complete Phase 1 constructions projects. Concurrent with this effort, would be a process to secure planning funds to initiate Phase 2 Feasibility and Environmental studies. Finally, once the scale of Phase 2 is better understood, we would know if the existing authorization ceiling is adequate to implement Phase 2 or would need to be amended at some future time.

Phase 2B Summary Memorandum

A draft summary memorandum will be completed and findings presented at a NBWRA Board Meeting. After receiving agency comments, the memorandum will be finalized. Accompanying the memorandum in a separate document will be the scope of work, schedule and costs for full Phase 2 Feasibility studies.

NBWRP Phase 2 Appraisal Investigation Scope							
Task	Task Engagement						Budget by Task
	CDM	B&A	ESA	Rauch	RMC		
Phase 2 A Membership & Program Issues							
1. Phase 2 Membership	x	x					\$40,700
2. Program Management	x				x		\$8,400
3. Phase 2A Report and Presentations	x	x					\$10,000
	\$28,200	\$29,300	\$0	\$0	\$1,600		\$59,100
Reclamation Contribution							\$29,600
Local Agency Budget							\$29,600

Phase 2B Appraisal Level Analysis							
1. Operational Analysis Conceptual Level	x						\$17,600
2. Preliminary identification of potential Phase 2 Program scale and cost for design/construction implementation	x		x			x	\$36,900
3. Review of NBWRA members ability to meet non-Federal cost share	x					x	\$15,700
4. Project Benefits – Conceptual Level	x	x					\$17,300
5. Phase 2 Planning Studies Scope of Work	x	x	x		x		\$37,200
6. Define process to maintain Federal planning appropriations and concepts for Phase 2 Authorization.		x					\$4,100
7. Phase 2B Report and Presentations	x	x		x		x	\$37,700
	\$105,600	\$14,200	\$30,400	\$8,000	\$8,100		\$166,500
Reclamation Contribution							\$83,250
Local Agency Budget							\$83,250

Phase 2A and 2B Appraisal Level Analysis							
	\$133,800	\$43,500	\$30,400	\$8,000	\$9,700		\$225,600
Reclamation Contribution							\$112,800
Local Agency Budget							\$112,800

NBWRP Phase 2 Appraisal Investigation Schedule

Task	February*	March	April	May*	June	July	August*	September	October
Board of Directors Presentation and Decision on Notice to Proceed									
Phase 2A - Membership and Management									
Membership Outreach and Development									
Program Management and Fiscal Issues									
Phase 2A Summary Memorandum				◆					
Phase 2B - Appraisal Level Analysis									
Conceptual Level Operational Analysis									
Preliminary Investigation of Program Scale and Costs for Design and Construction									
Review of Members Ability to Meet Non-Federal Cost Share									
Conceptual Program Benefits									
Scope of Work for Full Phase 2 Feasibility, Economic and Environmental Studies									
Appropriations and Authorization Needs									
Phase 2B Summary Memorandum									

◆ Decision to Proceed with Phase 2B

* Board of Directors Meeting

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Agenda Explanation
North Bay Water Reuse Authority
Board of Directors
February 14, 2011

ITEM NO. 10 DRAFT 3-YEAR BUDGET FOR FY2011/12, FY2012/13, AND FY2013/14

Action Requested: None at this time.

Attached for the Board's information is the Fiscal Year Budget Estimates – Phase 1 and Phase 2 for Fiscal Years 2010/11, 2011/12, and 2012/13 that was presented to the Coordination Committee in May 2010. Consideration of Phase 2 was put off until November 2010 and subsequently to February 2011 due to the requirements of the new Memorandum of Understanding.

Also attached is a similar presentation for Fiscal Years 2011/12, 2012/13, and 2013/14. This presentation is more detailed than the first in that it contains additional columns for FY2010/11 showing what was approved, amendments, and revised. If the three budget amendments before the Board are approved, there will have been \$253,100 in amendments to the FY2010/11 Budget. This represents an increase of 46.4%, which clearly indicates there have been problems in estimating budget costs. There were also budget amendments in prior fiscal years.

The Coordination Committee made an effort to control costs through the budget approval process. Due to a variety of circumstances beyond the control of the Coordination Committee and the consultant team, budgets have been underestimated requiring budget amendments. Amendments to the budget increase the administrative burden on Sonoma County Water Agency and result in additional costs for the member agencies.

As a consequence, no estimates for the next three fiscal years are being presented at this time. The consultant team and the Technical Advisory Committee will need to collaborate over the next two months to develop a more accurate budget for consideration by the Board at the May 16, 2011 meeting. At that time detailed scopes of work and cost estimates will be presented for consideration.

Recommendation

None at this time.

North Bay Water Reuse Authority
Fiscal Year Budget Estimates - Phase 1 and Phase 2
Fiscal Years 2010/11, 2011/12, and 2012/13

Phase 1 - Task and Consultant	FY2010/11	FY2011/12	FY2012/13	Total
Administrative Management - Oakley Water Strategies	75,000	75,000	75,000	225,000
Program Development and Federal Funding - Bryant & Associates	124,000	124,000	124,000	372,000
Federal Authorizations and Appropriations - The Ferguson Group	50,000	50,000	50,000	150,000
Planning, Engineering and Funding Management - CDM	125,000	118,000	132,000	375,000
Environmental Documentation, Permitting and Monitoring - ESA	75,000	50,000	50,000	175,000
State Funding - KP Public Affairs	60,000	60,000	60,000	180,000
Outreach and Community Support - Rauch Communications	36,000	36,000	36,000	108,000
Contingency	-	-	-	-
Total Costs for Phase 1	\$545,000	\$513,000	\$527,000	\$1,585,000

Phase 2 - Task and Consultant	FY2010/11	FY2011/12	FY2012/13	Total
Administrative Management - Oakley Water Strategies	10,000	25,000	15,000	50,000
Program Development and Federal Funding - Bryant & Associates	24,000	24,000	24,000	72,000
Federal Authorizations and Appropriations - The Ferguson Group	18,000	18,000	18,000	54,000
Planning, Engineering and Funding Management - CDM	26,000	254,000	90,000	370,000
Environmental Documentation, Permitting and Monitoring - ESA	20,000	20,000	20,000	60,000
State Funding - KP Public Affairs	-	-	-	-
Outreach and Community Support - Rauch Communications	18,000	24,000	24,000	66,000
Contingency	-	-	-	-
Total Costs for Phase 2	\$116,000	\$365,000	\$191,000	\$672,000

Total Phase 1 and 2 - Task and Consultant	FY2010/11	FY2011/12	FY2012/13	Total
Administrative Management - Oakley Water Strategies	85,000	100,000	90,000	275,000
Program Development and Federal Funding - Bryant & Associates	148,000	148,000	148,000	444,000
Federal Authorizations and Appropriations - The Ferguson Group	68,000	68,000	68,000	204,000
Planning, Engineering and Funding Management - CDM	151,000	372,000	222,000	745,000
Environmental Documentation, Permitting and Monitoring - ESA	95,000	70,000	70,000	235,000
State Funding - KP Public Affairs	60,000	60,000	60,000	180,000
Outreach and Community Support - Rauch Communications	54,000	60,000	60,000	174,000
Contingency	-	-	-	-
Total Costs for Phase 1 and 2	\$661,000	\$878,000	\$718,000	\$2,257,000

NBWRA Member Agency Assessments - Based on Current MOU

Phase 1	FY2010/11	FY2011/12	FY2012/13	Total
Las Gallinas Valley Sanitary District	85,689	80,658	82,859	249,206
Napa Sanitation District	157,974	148,699	152,757	459,430
Novato Sanitary District	122,512	115,319	118,466	356,298
Sonoma Valley County Sanitation District	112,577	105,967	108,858	327,402
Sonoma County Water Agency	66,247	62,358	64,059	192,665
Total Costs for Phase 1	\$545,000	\$513,000	\$527,000	\$1,585,000

Phase 2	FY2010/11	FY2011/12	FY2012/13	Total
Las Gallinas Valley Sanitary District	18,238	57,388	30,030	105,657
Napa Sanitation District	33,624	105,799	55,363	194,787
Novato Sanitary District	26,076	82,050	42,936	151,061
Sonoma Valley County Sanitation District	23,961	75,395	39,453	138,810
Sonoma County Water Agency	14,100	44,368	23,217	81,685
Total Costs for Phase 1	\$116,000	\$365,000	\$191,000	\$672,000

Total Phase 1 and 2	FY2010/11	FY2011/12	FY2012/13	Total
Las Gallinas Valley Sanitary District	103,927	138,046	112,889	354,862
Napa Sanitation District	191,598	254,498	208,120	654,216
Novato Sanitary District	148,589	197,369	161,402	507,359
Sonoma Valley County Sanitation District	136,538	181,362	148,312	466,212
Sonoma County Water Agency	80,348	106,725	87,276	274,350
Total Costs for Phase 1 and 2	661,000	878,000	718,000	\$2,256,999

North Bay Water Reuse Authority
Fiscal Year Budget Estimates - Phase 1 and Phase 2
Fiscal Years 2011/12, 2012/13, and 2013/14

Phase 1 - Task and Consultant	Approved	FY2010/11	FY2010/11	FY2011/12	FY2012/13	FY2013/14	FY11/12,
	FY2010/11	Amendments	Revised				12/13, 13/14
Administrative Management - RMC / Oakley Water	75,000	-	75,000	-	-	-	-
Program Development and Federal Funding - Bryant & Associates	124,000	50,000	174,000	-	-	-	-
Federal Authorizations and Appropriations - The Ferguson Group	50,000	-	50,000	-	-	-	-
Planning, Engineering and Funding Management - CDM	125,000	42,000	167,000	-	-	-	-
Environmental Documentation, Permitting and Monitoring - ESA	75,000	102,000	177,000	-	-	-	-
State Funding / State Outreach - KP Public Affairs	60,000	-	60,000	-	-	-	-
Outreach and Community Support - Rauch Communications	36,000	-	36,000	-	-	-	-
SCWA Administration	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
Total Costs for Phase 1	\$545,000	\$194,000	\$739,000	\$0	\$0	\$0	\$0

Phase 2A - Task and Consultant	Approved	FY2010/11	FY2010/11	FY2011/12	FY2012/13	FY2013/14	FY11/12,
	FY2010/11	Amendments	Revised				12/13, 13/14
Administrative Management - RMC / Oakley Water	-	1,600	1,600	-	-	-	-
Program Development and Federal Funding - Bryant & Associates	-	29,300	29,300	-	-	-	-
Federal Authorizations and Appropriations - The Ferguson Group	-	-	-	-	-	-	-
Planning, Engineering and Funding Management - CDM	-	28,200	28,200	-	-	-	-
Environmental Documentation, Permitting and Monitoring - ESA	-	-	-	-	-	-	-
State Funding / State Outreach - KP Public Affairs	-	-	-	-	-	-	-
Outreach and Community Support - Rauch Communications	-	-	-	-	-	-	-
SCWA Administration	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
Total Costs for Phase 2A	\$0	\$59,100	\$59,100	\$0	\$0	\$0	\$0

Phase 2B - Task and Consultant	FY2010/11	Amendments	Revised	FY2011/12	FY2012/13	FY2013/14	FY11/12,
							12/13, 13/14
Administrative Management - RMC / Oakley Water	-	-	-	-	-	-	-
Program Development and Federal Funding - Bryant & Associates	-	-	-	-	-	-	-
Federal Authorizations and Appropriations - The Ferguson Group	-	-	-	-	-	-	-
Planning, Engineering and Funding Management - CDM	-	-	-	-	-	-	-
Environmental Documentation, Permitting and Monitoring - ESA	-	-	-	-	-	-	-
State Funding / State Outreach - KP Public Affairs	-	-	-	-	-	-	-
Outreach and Community Support - Rauch Communications	-	-	-	-	-	-	-
SCWA Administration	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
Total Costs for Phase 2B	\$0						

Phase 2FS - Task and Consultant	Approved	FY2010/11	FY2010/11	FY2011/12	FY2012/13	FY2013/14	FY11/12,
	FY2010/11	Amendments	Revised				12/13, 13/14
Administrative Management - RMC / Oakley Water	-	-	-	-	-	-	-
Program Development and Federal Funding - Bryant & Associates	-	-	-	-	-	-	-
Federal Authorizations and Appropriations - The Ferguson Group	-	-	-	-	-	-	-
Planning, Engineering and Funding Management - CDM	-	-	-	-	-	-	-
Environmental Documentation, Permitting and Monitoring - ESA	-	-	-	-	-	-	-
State Funding / State Outreach - KP Public Affairs	-	-	-	-	-	-	-
Outreach and Community Support - Rauch Communications	-	-	-	-	-	-	-
SCWA Administration	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
Total Costs for Phase 2FS	\$0						

Total Phase 1 and 2 - Task and Consultant	Approved	FY2010/11	FY2010/11	FY2011/12	FY2012/13	FY2013/14	FY11/12,
	FY2010/11	Amendments	Revised				12/13, 13/14
Administrative Management - RMC / Oakley Water	75,000	1,600	76,600	-	-	-	-
Program Development and Federal Funding - Bryant & Associates	124,000	79,300	203,300	-	-	-	-
Federal Authorizations and Appropriations - The Ferguson Group	50,000	-	50,000	-	-	-	-
Planning, Engineering and Funding Management - CDM	125,000	70,200	195,200	-	-	-	-
Environmental Documentation, Permitting and Monitoring - ESA	75,000	102,000	177,000	-	-	-	-
State Funding / State Outreach - KP Public Affairs	60,000	-	60,000	-	-	-	-
Outreach and Community Support - Rauch Communications	36,000	-	36,000	-	-	-	-
Contingency	-	-	-	-	-	-	-
Total Costs for Phase 1 and 2	\$545,000	\$253,100	\$798,100	\$0	\$0	\$0	\$0

NBWA Member Agency Assessments - FY2010/11 Based on 2008 MOU, FY2011/12, FY2012/13, FY2013/14 Based on 2010 MOU, or as noted

Phase 1	Approved	FY2010/11	FY2010/11	FY2011/12	FY2012/13	FY2013/14	FY11/12,
	FY2010/11	Amendments	Revised				12/13, 13/14
Las Gallinas Valley Sanitary District	85,689	26,571	112,260	-	-	-	-
Napa Sanitation District	157,974	48,987	206,961	-	-	-	-
Novato Sanitary District	122,512	37,990	160,503	-	-	-	-
Sonoma Valley County Sanitation District	112,577	34,909	147,486	-	-	-	-
Sonoma County Water Agency	66,247	20,543	86,790	-	-	-	-
North Marin Water District	-	-	-	-	-	-	-
Napa County	-	-	-	-	-	-	-
Total Costs for Phase 1	545,000	169,000	714,000	\$0	\$0	\$0	\$0
Federal Share	-	25,000	25,000				
Total	545,000	194,000	739,000				

Phase 2A - Equal shares for six participating agencies	Approved	FY2010/11	FY2010/11	FY2011/12	FY2012/13	FY2013/14	FY11/12,
	FY2010/11	Amendments	Revised				12/13, 13/14
Las Gallinas Valley Sanitary District	-	4,925	4,925	-	-	-	-
Napa Sanitation District	-	4,925	4,925	-	-	-	-
Novato Sanitary District	-	4,925	4,925	-	-	-	-
Sonoma Valley County Sanitation District	-	4,925	4,925	-	-	-	-
Sonoma County Water Agency	-	4,925	4,925	-	-	-	-
North Marin Water District	-	-	-	-	-	-	-
Napa County	-	4,925	4,925	-	-	-	-
Total Costs for Phase 2A	-	29,550	29,550	\$0	\$0	\$0	\$0
Federal Share	-	29,550	29,550				
Total	-	59,100	59,100				

Phase 2B	Approved	FY2010/11	FY2010/11	FY2011/12	FY2012/13	FY2013/14	FY11/12,
	FY2010/11	Amendments	Revised				12/13, 13/14
Las Gallinas Valley Sanitary District	-	-	-	-	-	-	-
Napa Sanitation District	-	-	-	-	-	-	-
Novato Sanitary District	-	-	-	-	-	-	-
Sonoma Valley County Sanitation District	-	-	-	-	-	-	-
Sonoma County Water Agency	-	-	-	-	-	-	-
North Marin Water District	-	-	-	-	-	-	-
Napa County	-	-	-	-	-	-	-
Total Costs for Phase 2B	\$0						

Phase 2FS	Approved	FY2010/11	FY2010/11	FY2011/12	FY2012/13	FY2013/14	FY11/12,
	FY2010/11	Amendments	Revised				12/13, 13/14
Las Gallinas Valley Sanitary District	-	-	-	-	-	-	-
Napa Sanitation District	-	-	-	-	-	-	-
Novato Sanitary District	-	-	-	-	-	-	-
Sonoma Valley County Sanitation District	-	-	-	-	-	-	-
Sonoma County Water Agency	-	-	-	-	-	-	-
North Marin Water District	-	-	-	-	-	-	-
Napa County	-	-	-	-	-	-	-
Total Costs for Phase 2FS	\$0						

Total Phase 1 and 2	Approved	FY2010/11	FY2010/11	FY2011/12	FY2012/13	FY2013/14	FY11/12,
	FY2010/11	Amendments	Revised				12/13, 13/14
Las Gallinas Valley Sanitary District	85,689	31,496	117,185	-	-	-	-
Napa Sanitation District	157,974	53,912	211,886	-	-	-	-
Novato Sanitary District	122,512	42,915	165,428	-	-	-	-
Sonoma Valley County Sanitation District	112,577	39,834	152,411	-	-	-	-
Sonoma County Water Agency	66,247	25,468	91,715	-	-	-	-
North Marin Water District	-	-	-	-	-	-	-
Napa County	-	4,925	4,925	-	-	-	-
Total Costs for Phase 1 and 2	545,000	198,550	743,550	\$0	\$0	\$0	\$0
Federal Share	-	54,550	54,550				
Total	545,000	253,100	798,100				

Item No. 11 Letter to State Water Resources Control Board Regarding State Revolving Fund Loan Process

Action Requested: Authorize the Program Manager to send the attached letter to the State Water Resources Control Board.

The attached letter was first received from Las Gallinas Valley Sanitary District with a request to add it to the agenda for review by the Coordination Committee in January 2011. Over the last few months problems with the State Water Board State Revolving Fund application and approval process have been presented to the Coordination Committee. Since the issues described in the letter impact all NBWRA member agencies, it would seem to be advisable that NBWRA send the letter on behalf of all the member agencies.

The original letter has been modified based on input from the Coordination Committee in January 2011. The Coordination Committee suggested that it be reviewed and approved by the Board.

Recommendation

Authorize the Program Manager to send the attached letter on NBWRA letterhead to the Chief of the State Revolving Loan Program, with copies as noted.

February 14, 2011

State SRF Rep.

Re: State Revolving Fund Loan Process

Dear XXX,

I am writing to you regarding the California State Revolving Fund (SRF) loan process. The North Bay Water Reuse Authority (NBWRA) is composed of seven water and wastewater agencies in Napa, Sonoma, and Marin Counties. The NBWRA member agencies work cooperatively to increase the use of recycled water in our area. NBRWA has been authorized \$25,000,000 in federal funding through the United States Bureau of Reclamation title XVI Program. This represents a 25% federal share toward a total of \$100,000,000 in projects over the next few years. NBWRA recently received \$7,300,000 as part of the \$25,000,000 through the American Recover and Reinvestment Act (ARRA). It is our understanding that the State has promoted the fact that all of its ARRA funding is now under contract.

NBWRA is responsible for the 75% local share and believed that the State Water Board's State Revolving Fund (SRF) would be a viable option for helping meet the local share requirement. Initially, one of our member agencies sought an SRF loan to fund the remaining cost of our ARRA funded project. Due to the short construction time constraints associated with ARRA funding, we do not believe there is sufficient time available for us to complete the SRF application and approval process. Regrettably, this will result in a cost increase of \$60,000 for the project.

Representatives from NBWRA met with SRF staff in October 2010. SRF staff was understanding of our concerns and did their best to accommodate our needs. Unfortunately, it is our conclusion that the system itself is too inflexible and needs significant modifications to make it more useful for our purposes. Therefore, we would ask that you consider modifying the SRF loan process to address the following items:

- Expedite loans that receive Federal or State cost share to avoid the loss of funding opportunities
- Develop a streamlined process, including environmental review with affected state and federal authorities for regional projects that have already received Federal or State grant funding approval as they would already have approved environmental documents
- Develop a process for approving priority regional projects to expedite loans of subsidiary public agencies
- Streamline the SRF loan and reporting process to reduce the burden on small agencies

We are willing to meet with you and your staff to develop SRF process modifications for ultimate approval by the State Water Board. We appreciate your consideration of our request. Please contact me at cweir@rmcwater.com or 510-410-5923 should you have any questions.

Sincerely,

Charles V. Weir
NBWRA Program Manager

c: SWRCB Members
SWRCB Executive Director
NBWRA – Agencies
Jared Huffman, California State Assembly
Mark Leno, California State Senator
California Association of Sanitation Agencies
Tri-Technical Advisory Committee
California Water Commission

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Agenda Explanation
North Bay Water Reuse Authority
Board of Directors
February 14, 2011

**ITEM NO. 12 AMERICAN RECOVERY AND REINVESTMENT ACT AND TITLE XVI
PROJECTS AND SCHEDULE UPDATES**

Action Requested: None at this time.

This item was added to the Agenda at the request of the new Board members during the orientation meetings. Unfortunately, the summary is not yet ready for presentation. It is a fairly complex spreadsheet and it needs additional information from the member agencies. It will be distributed as soon as it is available.

Andria Loutsch, CDM, and Kevin Booker, Sonoma County Water Agency, will be available to answer questions at the Board meeting.

Recommendation

None at this time.