

**North Bay Water Reuse Authority
Technical Advisory Committee
Meeting Minutes
July 15, 2015**

1. Call to Order and Self Introductions

Vice Chair Jeane called the Technical Advisory Committee (TAC) meeting to order at 1:35 p.m. on Wednesday, July 15, 2015. The meeting was held at Novato Sanitary District, 500 Davidson Street, 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

Pam Jeane, Vice Chair	Sonoma Valley County Sanitation District
Grant Davis	Sonoma County Water Agency
Sandeep Karkal	Novato Sanitary District
Susan McGuire	Las Gallinas Valley Sanitary District
Drew McIntyre	North Marin Water District
Jeff Tucker	Napa Sanitation District
Leah Walker	City of Petaluma

Others Present

Chuck Weir, Program Manager	Weir Technical Services
Kevin Booker	Sonoma County Water Agency
Ginger Bryant	Bryant & Associates
Jenny Gain	Brown and Caldwell
Robin Gordon	Data Instincts
Jim Graydon	Brown and Caldwell
Craig Lichty	Kennedy Jenks Consultants
Mark Millan	Data Instincts
Jim O'Toole	ESA
Mike Savage	Brown and Caldwell
Jake Spaulding	Sonoma County Water Agency
Dawn Taffler	Kennedy Jenks Consultants

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 June 22, 2015 TAC Meeting Minutes

The June 22, 2015 TAC Meeting Minutes were unanimously approved.

5. Report from the Program Manager

The Report from the Program Manager included the following items:

5.a Consultant Progress Reports – June 2015

The TAC reviewed the Progress Reports.

5.b Action Items from the May 11, 2015 Meeting

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

6. Financial Report for the Period Ending June 30, 2015

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

7. Update on tracking all sources of funding for Phase 1 and cost benefit of participating in NBWRA

The TAC reviewed the spreadsheet prepared by Napa Sanitation District and agreed that this was a good method for documenting sources of funding and cost benefit. As an action item, the TAC agreed to use this approach and add additional worksheets for the other Phase 1 agencies. SCWA has most of the data and will work with the Program Manager to update the spreadsheet for a future TAC meeting. Jeff Tucker indicated that he would update the spreadsheet and send to the Program Manager.

8. Logistics for August 20, 2015 Congressional Staff Tour – Contact for each agency

Plans for the tour were discussed. Each member agency was asked to provide a staff contact as the tour would cover both Phase 1 projects and future Phase 2 projects. Although the budget does not include funds for tours, the Associate Member dues are unallocated and can be used to costs associated with the tour. Approximately \$25,000 is available, although some of that may be used for the WaterReuse Conference in Santa Rosa in 2016. As an action item each member agency was asked to provide a staff contact to SCWA to assist with the logistics of the tour.

9. Phase 2 Working Discussion

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

- Review Program Selection Process
- Recent Project Analysis
- Final Objectives Weighting
- Project Scoring & Insights
- Formulate Alternatives
- Recommend Program for Feasibility Analysis

The TAC reviewed the information presented by the consultants. Jeff Tucker and Leah Walker stated that their Boards were not yet ready to focus on a specific storage project and they wanted the options further developed through the Feasibility Analysis before selecting a recommended project. There was additional discussion of possibly adding additional projects by other member agencies. As an action item, the TAC agreed to recommend a revised list of projects to the Board for the Feasibility Analysis as described herein. For the Board meeting the presentation will be distilled to focus on the process and the recommended list of projects. The recommended list of projects will be presented as an updated Table 4-9 from Section, Description of Alternatives. The table will be modified to add a column showing current estimated costs, with a range for storage projects, as well as a total for each agency. The presentation to the Board will note that currently \$80 Million in projects are eligible for Title XVI funding. Projects not included in Title XVI funding will still receive a full EIR/EIS analysis and will be eligible for other federal and state

funding. There may be budget impacts from the additional projects and analysis, but funds from the Triple Bottom Line analysis can be used. Any budget modifications would not occur until FY2016/17. Brown & Caldwell's scope will need to be revised. Scope and cost information will be presented to the TAC at a future meeting.

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

Ginger Bryant gave an update on legislation and Supervisor Rabbitt's presentation to the Western Governor's Association. She also asked for guidance regarding competing legislation that has been presented to City of Santa Rosa for support. As an action item it was agreed to contact the City of Santa Rosa to explain the goals of NBWRA's legislative efforts.

11. Items for Next Agenda, July 27, 2015 at Novato City Hall Council Chambers

Action items included the following:

1. Update the Napa Sanitation District spreadsheet detailing Phase 1 Funding sources and cost benefit of participating in NBWRA to include the other member agencies.
2. Each member agency was asked to provide a staff contact to SCWA to assist with the logistics of the tour on August 20, 2015.
3. Present a revised list of Phase 2 projects as described in Item No. 9, above for approval by the Board for the Feasibility Analysis.

There being no further business, Vice Chair Jeane adjourned the meeting at 3:43 p.m.