

**NORTH BAY WATER REUSE AUTHORITY
TECHNICAL ADVISORY COMMITTEE**

Monday, December 14, 2015

Agenda

Novato City Hall Council Chambers, 901 Sherman Avenue, Novato, CA 94945
 Consultants unable to attend in person may call in: Phone +1 (602) 567-4030 Access code:
 1980#; <https://conferencing.brwncaid.com/conference/1980>

11:45 a.m.

(Time approximate, meeting will start approximately 10 minutes after Board meeting.)

	1.		Call to Order and Self Introductions
Page 1	2.	Action	Approval of Agenda
	3.		Public Comments
Pages 2 – 4 Pages 5 - 6	4.	Action	Consent Items a. October 26, 2015 TAC Meeting Minutes b. November 18, 2015 TAC Web Conference Minutes
Page 7 Page 8	5.	Information	Report from the Program Manager a. Action Items from October 26, 2015 Meeting
	6.	Discussion	Recap Board Meeting
Page 9	7.	Discussion	Further Discussion of Phase 2 Project List
	8.	Information	Items from Committee, Agency Staff, or Consultants
	9.	Information	Items for Next Agenda (January 25, 2016 at Novato City Hall Council Chambers)

The North Bay Water Reuse Authority complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Please contact **Chuck Weir at 510-410-5923** with any questions. .

**North Bay Water Reuse Authority
Technical Advisory Committee
Meeting Minutes
October 26, 2015**

1. Call to Order and Self Introductions

Chair Healy called the Technical Advisory Committee (TAC) meeting to order at 12:10 p.m. on Monday, October 26, 2015. The meeting was held at Novato City Hall Council Chambers, 901 Sherman Avenue, Novato, CA 94945.

Committee Members Present

Tim Healy, Chair	Napa Sanitation District
Chris DeGabrielle	North Marin Water District
Pam Jeane	Sonoma Valley County Sanitation District
Sandeep Karkal	Novato Sanitary District
Paul Sellier	Marin Municipal Water District
Dan St. John	City of Petaluma
Mark Williams	Las Gallinas Valley Sanitary District

Others Present

Chuck Weir, Program Manager	Weir Technical Services
Kevin Booker	Sonoma County Water Agency
Ginger Bryant	Bryant & Associates
Mark Millan	Data Instincts
Mike Savage	Brown and Caldwell
Jeff Tucker	Napa Sanitation District
Dawn Taffler	Kennedy Jenks Consultants

2. Approval of the Agenda

The TAC unanimously agreed to change Item No. 7 to Modification to the Brown and Caldwell Agreement.

3. Public Comments

There were no public comments.

4. Consent Calendar

4.a September 21, 2015 TAC Meeting Minutes

The September 27, 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 Action Items from the September 21, 2015 Meeting

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

6. Recap Board Meeting

The TAC reviewed the Board meeting and noted that the first workshop will be held on December 14, 2015 to discuss the program's goals and objectives, and pros and cons of expanding the program and adding additional members. As an action item the Board will review and consider the proposed joint Board and TAC meetings and workshops through the remainder of FY2015/16 at the December 14, 2015 Board meeting.

The TAC noted that Brown and Caldwell plans on providing estimated project costs to the member agencies by mid-November 2015. At that point the agencies will need to decide if they want their projects to be Title XVI nor non-Title XVI. As an action item, the Program Manager will distribute a Doodle poll to the TAC and consultant team for a two hour teleconference meeting late the week of November 16, 2015 to discuss where the projects are to be placed. As an additional action item, the preliminary list will be presented to the Board for discussion at the December 14, 2015 meeting.

7. Modification to the Brown and Caldwell Agreement

This item was originally included in the Board agenda. The Board determined that items like this should be reviewed and considered by the TAC since it is within their purview and has no impact on the FY2015/16 Budget or member agency costs. Kevin Booker stated that the agreement only needs to be modified to delete the section in the scope for the Triple Bottom line analysis and the previously agreed transfer of \$24,000 to Bryant & Associates for additional efforts by The Ferguson Group. He further stated that B&C could move money between tasks as long as the total cost for Phase 2 did not change. As an action item, the TAC unanimously approved authorizing Sonoma County Water Agency to amend the agreement with Brown and Caldwell to delete the Triple Bottom Line section in the scope and to reduce the agreement by \$24,000 for the previously approved transfer of funds to the Bryant & Associates agreement.

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

There were no additional items discussed. As an action item, the TAC asked the Program Manager to see if Novato City Hall Council Chambers are available for the December 14, 2015 meetings.

9. Items for Next Agenda, October 26, 2015 at Novato City Hall Council Chambers

Action items included the following:

1. The Board consider the proposed joint Board and TAC meetings and workshops through the remainder of FY2015/16 at the December 14, 2015 Board meeting.
2. Doodle poll for a two hour teleconference TAC meeting to discuss Phase 2 project costs and whether they are Title XVI or non-Title XVI.
3. Provide a preliminary list of Title XVI and not-Title XVI projects for the Board to discuss at the December 14, 2015 meeting.
4. Amend the agreement with Brown and Caldwell to delete the Triple Bottom Line section in the scope and to reduce the agreement by \$24,000 for the previously approved transfer of funds to the Bryant & Associates agreement
5. See if Novato City Hall Council Chambers are available for the December 14, 2015 meetings

There being no further business, Chair Healy adjourned the meeting at 12:31 p.m.

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**North Bay Water Reuse Authority
Technical Advisory Committee
Meeting Minutes
November 18, 2015**

1. Call to Order and Self Introductions

Chair Healy called the Technical Advisory Committee (TAC) meeting to order at 10:00 a.m. on Wednesday, November 18, 2015. The meeting was a web conference hosted by Brown and Caldwell. The call in information was: Phone: +1 (602) 567-4030 Access code: 1980, <https://conferencing.brwnncald.com/conference/1980>

Committee Members Present

Tim Healy, Chair	Napa Sanitation District
Kevin Booker	Sonoma County Water Agency
Pam Jeane	Sonoma Valley County Sanitation District
Sandeep Karkal	Novato Sanitary District
Liz Lewis	Marin County
Paul Sellier	Marin Municipal Water District
Jeff Tucker	Napa Sanitation District
Leah Walker	City of Petaluma
Mark Williams	Las Gallinas Valley Sanitary District

Others Present

Chuck Weir, Program Manager	Weir Technical Services
Ginger Bryant	Bryant & Associates
Erin Mackey	Brown and Caldwell
Mark Millan	Data Instincts
Mike Savage	Brown and Caldwell
Dawn Taffler	Kennedy Jenks Consultants
Melanie Tan	Kennedy Jenks Consultants

2. Approval of the Agenda

There was no formal agenda for this meeting.

3. Public Comments

There were no public comments as this was a TAC-only webconference.

4. Phase 2 Projects Discussion

Mike Savage led a discussion on the Phase 2 projects as currently developed for each Phase 2 agency. Key elements for each project were pointed out. The consultant team responded to questions from TAC members. The eventual goal of this discussion is to determine which projects will be part of the Title XVI Environmental Analysis and which projects will be part of a non-Title XVI Analysis. Information is due from each agency on December 8, 2015 regarding project allocation to Project Level environmental analysis or Programmatic Level environmental analysis. It is important that each agency provide this input so that the combined information can be shared with other agencies in advance of the Board meeting on December 14, 2015 B&C

plans to send the combined results to all on December 10, 2015. Following is the suggested schedule

December 8, 2015 each agency chooses:

- Projects to receive “Project Level” environmental review to lead to a ROD
- Projects to receive “Programmatic Level” environmental review

December 14, 2015 Board Meeting

- Results of Agency choices for project category
- Discuss the funding implications
- Discuss approaches to allocate Title XVI funds

January 15, 2016 each agency chooses:

- Title XVI Projects with project level environmental review
- Non-Title XVI Projects with project level environmental review
- Projects to receive “Programmatic Level” environmental review

January 26, 2016 Board Meeting to finalize Program

5. Adjournment

There being no further business, Chair Healy adjourned the meeting at 11:30 a.m.

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ITEM NO. 5 REPORT FROM THE PROGRAM MANAGER

The Report from the Program Manager includes the following items:

5.a Action Items from October 26, 2015 Meeting

The list of Action Items is attached for the TAC's information. All items are completed or in progress.

In an effort to save paper, brief summaries of other agenda items are described below

6. Recap Board Meeting

The TAC and consultant team will review the Board meeting and action items.

7. Further Discussion of Phase 2 Project List

The TAC will discuss any necessary modifications to the Phase 2 project list.

NBWRA Board and TAC Short-Term Action Item List

Meeting Date: October 26, 2015

Task	Responsible Party	Due Date	Status	Completion Date
Conduct workshop on goals and objectives, pros and cons or expanding program and membership at December 14, 2015 meeting.	Consultants/TAC	12/9/2015	Workshop scheduled for December 14, 2015	
Board consider proposed plans for workshops and combined Board/TAC meetings through end of FY15/16	Consultants	12/9/2015	Action item for Board consideration on December 14, 2015 agenda.	
Set up Doodle Poll for TAC to discuss project costs and Title XVI v. non-Title XVI	Weir	10/27/2015	Completed. Web Conference held November 18, 2015.	
Amend the agreement with Brown and Caldwell to delete the Triple Bottom Line section in the scope and to reduce the agreement by \$24,000 for the previously approved transfer of funds to the Bryant & Associates agreement	SCWA	11/30/2015	In process.	
Check to see if City Hall is available December 14, 2015.	Weir	10/26/2015	Completed. Room is available and added to agreement.	10/26/2015
Work with the member agencies to gather information on non-federal sources of funding for Phase 1 projects as well as determining the return on investment for participating in NBWRA.	Weir and TAC	7/31/2015	In progress. Napa San spreadsheet included in July 27, 2015 Board packet as an FYI.	
Finalize List of Phase 2 Projects for Feasibility Study	Board, TAC, Consultants	9/30/2015	List is complete. Projects listed as Title XVI EIR/EIS, non-Title XVI EIR/EIS, and programmatic. To be further discussed on December 14, 2015. List to be finalized by Board on January 25, 2015.	
Final redistribution of SCWA unused Phase 1 funds will be considered by the TAC via email such that it can be presented to the Board for approval at its October 26, 2015 meeting.	SCWA and Weir	10/26/2015	Completed and approved by the Board on October 26, 2015.	10/26/2015
FY2015/16 Invoices to Member Agencies	SCWA	7/15/2015	Completed. Funds are being received.	7/31/2015
Consider topics and tours for the 2016 WateReuse Conference in Santa Rosa as well as consider sponsorship opportunities.	TAC and Consultant Team	Ongoing	In process.	
Amend B&C Agreement	SCWA	6/30/2015	Agreement amendment approved. Additional modifications to B&C Agreement being considered.	
Amend B&C Agreement and transfer \$24,000 to Bryant agreement. Amend B&C Agreement to incorporate not to exceed \$110,000 for seasonal storage analysis, with no change to agreement total or approved NBWRA Budget	SCWA	8/15/2015	Bryant amendment completed. TAC approved modifications for B&C agreement for seasonal storage analysis. Chair approved modification to add \$25,000 for outreach from TBL funds. Additional modifications under consideration for Board approval on October 26, 2015.	
Use Skype if Pilar cannot attend meetings.	B&C, Weir	9/21/2015	In process	
Incorporate PowerPoint presentations as pdfs in TAC and Board agenda packets.	B&C, Bryant, Weir	9/21/2015	Completed.	
Consultants begin ensuring that all documents added to the website meet accessibility standards.	Weir/B&C/Bryant/SCWA	11/30/2014	Only compliant documents now added to website. Currently this has limited documents to Agenda cover sheets and minutes. Requires additional research and effort to implement for presentations and complex reports.	Ongoing
Share notices regarding conference presentations and award programs with the TAC.	All	Ongoing		

Agency	Project Type	Project Title	Total Project Capital Costs (\$mil)	Title XVI Project Level EIR/EIS		Non- Title XVI Project Level EIR/EIS	Programmatic Level		
Novato SD	Treatment	Novato SD WRP Capacity - 1st Expansion (+0.85 MGD)	\$4.8	\$6.2		\$4.8			
		Novato SD WRP Capacity - 2nd Expansion (+0.85 MGD)	\$4.8						
	Seasonal Storage	Option 1: Site Near Highway 37 (Tertiary) 150 AF	\$5.6				\$5.6		
		Option 2: Site Near Highway 37 (Secondary) 150 AF	\$8.0				\$8.0		
		Option 3: Hamilton Site (Secondary) 150AF	\$14.2				\$14.2		
	Environmental Enhancement	Marin County Lower Novato Creek Project - Distribution	\$0.9			\$0.9			
		Marin County Lower Novato Creek Project - Restoration	\$21.5						
		Turnout to Transitional Wetlands	\$0.6			\$0.6			
SVCS	Seasonal Storage	Option 1: Mulas Site (Tertiary) 49 AF	\$2.4	\$6.2			\$2.4		
		Option 2: Robledo Site (Tertiary) 49 AF	\$2.6				\$2.6		
	Distribution	Napa Road Pipeline	\$3.6				\$3.6		
SCWA	Groundwater Management	Valley of the Moon ASR	\$3.4	\$7.0					
		Sonoma ASR	\$3.6				\$3.6		
		Sonoma Valley Groundwater Management and Recharge Study	TBD					TBD	
Petaluma	Treatment	Increase ECWRF Capacity	\$9.0	\$30.6					
	Seasonal Storage	Option 1a: Site Southeast of ECWRF (Secondary) 300 AF	\$14.3					\$14.3	
		Option 1b: Site Southeast of ECWRF (Secondary) 150 AF	\$7.3					\$7.3	
	Distribution	Urban Recycled Water Expansion	\$11.4				\$11.4		
		Agricultural Recycled Water Expansion Phase 1	\$4.2				\$4.2		
		Agricultural Recycled Water Expansion Phase 2	\$6.0				\$6.0		
Agricultural Recycled Water Expansion Phase 3	\$6.5		\$6.5						
Napa SD	Treatment	Soscol WRF Increased Filter Capacity	\$2.2	\$33.2					
	Operational Storage	Additional Soscol WRF Covered Storage	\$2.9				\$2.9		
		Napa State Hospital Storage Tank	\$7.4					\$7.4	
	Seasonal Storage	Option 1a: Raise Existing Pond Levees (Secondary) 300 AF	\$9.9					\$9.9	
		Option 1b: Raise Existing Pond Levees (Secondary) 1,100 AF	\$30.2						
		Option 2: Somky Ranch Site (Secondary) 300 AF	\$15.3						
		Option 3a: Jameson Ranch Site (Tertiary) 600 AF	\$17.3				\$17.3		
		Option 3b: Jameson Ranch Site (Tertiary) 300 AF	\$11.8						
	Distribution	MST Northern Loop	\$6.9				\$6.9		
		MST Eastern Extension	\$3.9				\$3.9		
			\$242	\$83	\$83	\$15	\$66.9		