



## **NORTH BAY WATER REUSE PROGRAM**

*Expanding Water Supplies with Regional Reuse*



### **BOARD OF DIRECTORS MEETING**

#### **AGENDA**

**Monday, July 26, 2021  
9:30 AM**

**Due to Shelter in Place Orders, this meeting will be a Zoom Meeting only.  
Meeting participants and the public may participate via the following:**

#### **Join Zoom Meeting**

<https://us02web.zoom.us/j/83691236357>

**Meeting ID: 836 9123 6357**

**One tap mobile +16699009128, 83691236357# US (San Jose)**

**Dial in +1 669 900 9128 US (San Jose)**

**Meeting ID: 820 6898 2789**

**1. Call to Order (1 minute)**

**2. Roll Call (1 minute)**

**3. Public Comment (3 minutes)**

(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. Non-English speakers using a translator will have a time limit of six 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 (2 minutes)**

**5. Board Meeting Minutes of April 19, 2021 (2 minutes)**

(The Board will consider approving the minutes from the April 19, 2021 Board meeting.)

**6. Report from the Chair (5 minutes)**

(The Chair will report on items of interest to the Board.)

**6.a Summary of Subgroup meetings of May 4, June 8, and July 15, 2021**

**Action  
Pages 3 – 7**

**Information and  
Discussion  
Page 8  
Page 9**

**North Bay Water Reuse Authority • c/o Sonoma County Water Agency, 404 Aviation Boulevard, Santa Rosa, CA 95403  
707-235-8965 • NBWRA.org**

County of Marin • Las Gallinas Valley Sanitary District • Novato Sanitary District • Marin Municipal Water District • North Marin Water District • Sonoma County Water Agency  
City of Petaluma • Sonoma Valley County Sanitation District • County of Napa • Napa Sanitation District • City of American Canyon

Information  
Pages 10 – 21

7. **Consultant Progress Reports (5 minutes)**  
(The Board will review the consultant progress reports for the periods March - June 2021.)

Action  
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8. **Authorize Sonoma County Water Agency to Amend Agreement for Program Management for North Bay Water Reuse Authority with Charles V. Weir dba Weir Technical Services (2 minutes)**  
(The Board will consider an amendment to the agreement with Weir Technical Services for an increase of \$10,000 for a total not to exceed of \$67,426 and an extension to June 30, 2023.)

Information  
Pages 23 – 39

9. **Financial Reports for the Fiscal Year Ending June 30, 2021 (5 minutes)**  
(The Board will review the Financial Report for Fiscal Year Ending June 30, 2021.)

Action  
Pages 40 – 46

10. **Three-Year Agreement with Granicus for a DisclosureDocs Subscription to Manage and File Form 700s for NBWRA (2 minutes)**  
(The Board will consider approving financial participation in and agreement between Sonoma Water and Granicus for a subscription to manage Form 700 filing.)

Information  
Pages 47 -52

11. **Summary of Three County Meetings (15 minutes)**  
(The Board will review a summary of the separate meetings for Napa, Sonoma, and Marin County Agencies.)

Information and  
Discussion  
Pages 53 – 66

12. **Future Direction and Next Steps for NBWRA (45 minutes)**  
(The Board will participate in a discussion on the future direction for NBWRA and provide direction to the consultant team for next steps.)

Information  
Page 67

13. **Phase 1: Status of Reconciliation and Closeout Activities (5 minutes)**  
(The Board will be updated on Phase 1 status of reconciliation and closeout activities.)

Discussion  
Page 68

14. **Status of Phase 2 (10 minutes)**  
(The Board will be updated on the status of the Phase 2 EIR/EIS including possibly adding additional projects.)

Discussion  
Page 69

15. **Items for the Next Agenda (5 minutes)**  
(The Board will consider items for the next Agenda.)

Discussion

16. **Comments from the Chair, Board, and Member Agencies (5 minutes)**  
(The Board will discuss items for future discussion and the Chair, Board, or Member Agencies may make brief announcements or reports on their own activities, pose questions for clarification, and/or request that items be placed on a future agenda. Except as authorized by law, no other discussion or action may be taken.)

17. **Adjournment (1 minute)**

**Next Board Meeting  
To be announced**

(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 404 Aviation Boulevard, Santa Rosa, CA 95403. 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, Weir Technical Services, 3026 Ferndale Court, Pleasanton, CA 94588, 510-410-5923, [chuckweir@sbcglobal.net](mailto:chuckweir@sbcglobal.net). The agenda for each meeting is also available on-line at [www.nbwra.org](http://www.nbwra.org) and will be available at the meeting.)

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**North Bay Water Reuse Authority**  
**Board of Directors Meeting**  
**April 19, 2021**  
**Draft**

**1. Call to Order**

Chair Rabbitt called the meeting to order at 9:34 a.m. on Monday, April 19, 2021. Due to Shelter in Place Orders, this meeting was a Zoom only meeting. Meeting participants and the public participated via the following link: <https://us02web.zoom/j/82068982789>.

**2. Roll Call**

<b>PRESENT:</b>	David Rabbitt, Chair	Sonoma Water
	Belia Ramos, Vice Chair	Napa County
	Jack Baker	North Marin Water District
	Brian Barnacle	City of Petaluma
	Mike Prinz	Las Gallinas Valley Sanitary District
	Jack Gibson	Marin Municipal Water District
	Susan Gorin	Sonoma Valley County Sanitation District
	Dennis Rodoni	Marin County
	Scott Sedgley	Napa Sanitation District
	Pierre Washington	City of American Canyon

**ABSENT:** Carole Dillon-Knutson, Novato Sanitary District

**OTHERS**

<b>PRESENT:</b>	Chuck Weir, Program Manager	Weir Technical Services
	Kevin Booker	Sonoma Water
	Jason Beatty	City of Petaluma
	Lorenzo Cordova	Marin County
	Anne Crealock	Sonoma Water
	Grant Davis	Sonoma Water
	Jason Farnsworth	City of Petaluma
	Jim Grossi	North Marin Water District
	Rene Guillen	Brown & Caldwell
	Pam Jeane	Sonoma Water
	Drew McIntyre	North Marin Water District
	Mark Millan	Data Instincts
	Jim O'Toole	ESA
	Larry Russell	Marin Municipal Water District
	Mike Savage	Data Instincts
	Paul Sellier	Marin Municipal Water District
	Brad Sherwood	Sonoma Water
	Jake Spaulding	Sonoma Water
	Dawn Taffler	Kennedy Jenks Consultants
	Tony Williams	North Marin Water District

**3. Public Comments**

There were no members of the public.

#### **4. Introductions**

For the benefit of new Board members, introductions were made.

#### **5. Board Meeting Minutes of October 26, 2020.**

Vice Chair Ramos noted that she should be listed as absent on the minutes. On a motion by Director Baker, seconded by Director Rodoni, the minutes of the February 22, 2021 meeting were approved unanimously as amended by the Board by a roll call vote.

#### **6. Report from the Chair**

Chair Rabbitt summarized the March 8, 2021 meeting of the subgroup and thanked the members for their efforts.

##### **6.a Subgroup meeting of March 8, 2021**

The Board reviewed the summary of the Zoom Meeting.

#### **7. Consultant Progress Reports**

The Board reviewed the consultant progress reports for the period January - March 2021.

#### **8. Financial Reports for Fiscal Year Ending June 30, 2021.**

The Board reviewed the financial reports for the period ending June 30, 2021. Jake Spaulding noted that there were some errors in the last report and they have all been corrected.

#### **9. Brief History of NBWRA and Transition to the Future**

Chair Rabbitt introduced this item and thanked the subgroup for their efforts in getting the Board to this point. He introduced Kevin Booker to start the workshop. Mr. Booker noted that there were only a few people including Mike Savage, Jim O'Toole, Pam Jeane, and himself who were present when NBWRA started in 2002. He indicated that the purpose of the workshop was to engage the Board and TAC in a series of topics that might impact water and wastewater agencies into the future. Not all topics will apply to each agency. At the end of the process the subgroup would develop Venn diagrams to indicate which topics apply to which agencies. At that point plans could be made to determine how NBWRA can assist the agencies in addressing their needs through cooperative study and funding efforts. He then introduced Mike Savage to provide a history of NBWRA. Mr. Savage discussed the origins, development of an MOU, chronology, Phase 1, and Phase 2 projects.

Kevin Booker then discussed the successes of NBWRA, including the economic and financial benefits, and the receipt of \$38.81M for an investment of \$12.86M. He also discussed the environmental and water supply benefits of the Phase 1 and Phase 2 projects. Mr. Booker then focused on the results of the Title XVI and state funding programs. He indicated that NBWRA is well recognized and is continuously encouraged to apply for state and federal funding. Grant Davis noted that one of the side benefits of NBWRA was the funding for Napa County's Drought Contingency Plan. Mr. Booker also noted that drought, supply issues, and new regulations are not going to go away and that NBWRA must evolve to meet a myriad of future challenges.

Mr. Booker, Mr. Davis, Chair Rabbitt, and others discussed the list of water issues for the future including groundwater, wastewater, stormwater, recycled water, drought contingency, climate and sea level rise, and energy.

Director Sedgley stated that NBWRA has been beneficial for Napa County, but that politics often plays a role in approving projects. He encouraged NBWRA to assist with coordinating with local Resource Conservation Districts and advocacy for legislators. Director Barnacle agreed that NBWRA should assist with policy development. Director Russell stated that there was a lot of information and much to think about and indicated that decisions should wait for the next Board meeting.

Program Manager Weir thanked Mr. Russell for providing a segue to a plan that the subgroup has discussed and is seeking input from the Board. Mr. Weir explained that the plan would involve holding three meetings, one in each county for the agencies in that specific county. Participants would include NBWRA Board and TAC members and would be facilitated by the subgroup. Once the meetings are completed the subgroup would provide a summary for the next meeting.

Chair Rabbitt stated that in addition to policy the main purpose of NBWRA is to develop funding for specific projects. The individual meetings would allow the subgroup to tie all the issues together such that projects and solutions can be developed over time.

Larry Russell encouraged having discussions with Senator Hertzberg since it is likely his bill to prohibit discharge of treated wastewater to bays and the ocean will likely resurface. Mr. Weir agreed and noted that currently Hertzberg is focusing on a bill to allow wastewater agencies to collect and treat stormwater. Mr. Russell also discussed alternative uses for recycled water, such as in the dairy industry or to San Quentin.

Chair Rabbitt thanked everybody for their comments and looked forward to the results of the three county meetings.

#### **10. Approval of Fiscal Year 2021/22 Budget**

Jake Spaulding noted that based on the discussion from the workshop that he was going to recommend a revision to the proposed budget. The draft budget recommended a contribution of \$5,000 from each of the ten member agencies to the joint use account for continuation of NBWRA activities. He recommended that the contribution be increased to \$10,000 for each member agency and \$5,000 from associate member Marin County for a total of \$105,000. That level would provide \$60,000 for Brown and Caldwell for their efforts in the three county meetings, \$40,000 for Sonoma Water administrative activities, and \$5,000 in contingency funds.

A motion by Director Barnacle, seconded by Director Gorin to approve the revised FY2021/22 Budget as described was unanimously approved by a roll call vote.

#### **11. Approval of Agreement Extensions for Brown and Caldwell for Engineering, Environmental, and Outreach Services and for Weir Technical Services for Program Management Services.**

Jake Spaulding explained that with the approval of the FY2021/22 Budget he was recommending an extension of the Brown and Caldwell agreement with the addition of \$60,000 to Optional Task 7 to complete the three county workshops and then develop a scope of work for the remainder of FY21/22. Said scope of work will be based on actions to be taken by the Board at the next meeting based on the three county meetings. He also recommended a no cost two year extension to the agreement with Weir Technical Services. Both agreements need to be approved by the Sonoma Water Board of Directors, which will likely occur in July 2021.

A motion by Vice Chair Ramos, seconded by Director Gorin was unanimously approved by a roll call vote.

### **12. Phase 1: Status of Reconciliation and Closeout Activities**

Jake Spaulding gave an update on the reconciliation and close out activities for Phase 1. He noted that the Las Gallinas Valley Sanitary District project has now been completed and the District has issued a press release to that effect. Sonoma Water is in the process of gathering all needed documentation from the Phase 1 agencies. The final date for closeout is September 30, 2021, but he anticipates it will be sooner. He further noted that he wants to make sure that all available federal funds have been utilized.

### **13. Status of Phase 2**

Rene Guillen provided an update on the status of the Phase 2. The subgroup continues to work on developing the necessary information to include a Marin County project in Phase 2. The process also includes determining the buy in costs for Marin County. Many factors have to be considered since including Marin's project would likely be beneficial to the success of obtaining funding.

### **14. WIIN Application Status**

Rene Guillen provided an update on the WIIN application status. Reclamation released notice of a funding opportunity on March 24, 2021 that was due on April 23, 2021. Submittal of an application for City of Petaluma and City of American Canyon was considered but ultimately it was decided to hold off until the next opportunity. The timing did not allow development of all the items required. The team will continue to work with the agencies to be prepared to submit an application at the next funding opportunity.

On a relate note, the Board reviewed the status of Assembly Bond 2021, which will provide funding for Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, and Workforce Development.

### **15. Items for the Next Agenda**

Chair Rabbitt listed the items for the next agenda. The items will include the regular reports, results of the three county meetings, possible amendments to the FY2021/22 Budget based on said meetings, Phase 1 and Phase 2 Status Reports, and WIIN application status. The size of the budget will depend on additional activities and opportunities that NBWRA choses to address. Director Barnacle asked if it would be possible to indicate the potential funding that could be available for the various new issues being considered by NBWRA. Grant Davis requested that addressing climate change be specifically included in the issue matrix rather than just a part of some of the issues.

Mr. Weir displayed a list of possible dates for the next meeting and recommended July 26, 2021 to allow adequate time to plan for and conduct the three county meetings. The Board concurred and the meeting was scheduled for July 26, 2021. It is not yet known whether or not face to face meetings would be allowed. Director Gorin suggested a hybrid meeting to minimize driving to Novato. All of this will depend on actions taken by Governor Newsom as well as potential legislation being considered in Sacramento.

### **16. Comments from the Chair, Board, and Member Agencies.**

There were no comments from the Chair, Board, and Member Agencies.

**17. Adjournment**

Chair Rabbitt adjourned the meeting at 10:48 a.m. The next meeting will be Monday, July 26, 2021 at 9:30 a.m. at location to be announced. It could be at Novato City Hall, another Zoom meeting, or some hybrid meeting depending on Shelter in Place Orders.

Minutes approved by the Board \_\_\_\_\_.

Charles V. Weir  
Program Manager

C:\Users\chuck\Documents\Weir Technical Services\NBWRA\Agendas\2021\2021-04\2021-04-19\_NBWRA\_Board\_Minutes.docx

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Agenda Explanation  
North Bay Water Reuse Authority  
Board of Directors  
July 26, 2021

## **ITEM NO. 6 REPORT FROM THE CHAIR**

### **Action Requested**

None at this time. The Board should determine the date for the next meeting.

### **Summary**

The Chair will report on items of interest to the Board. Part of the Chair's report includes Agenda Item No. 6.a, Summary of Subgroup Zoom meetings of May 4, June 8, and July 15, 2021.

The next Board meeting has not yet been scheduled pending budget issues and future direction for NBWRA. Options for the next Board meeting include the following:

August 23 or 30, 2021

September 27, 2021

October 25, 2021

### **Recommendation**

None at this time. This is an information item only. The Board should determine the date for the next meeting. In person meetings will likely be allowed, but no reservations or contract has been entered into with the City of Novato location.



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Agenda Explanation  
North Bay Water Reuse Authority  
Board of Directors  
July 26, 2021

**ITEM NO. 6.a SUMMARY OF SUBGROUP MEETINGs OF MAY 4, JUNE 8, AND JULY 15, 2021**

**Action Requested**

None at this time.

**Summary**

In keeping with past direction by the Board, a subgroup has been meeting to track the progress of Phase 1 and Phase 2 projects, funding options, meeting with the three counties, developing a survey, and planning for Board meetings. The subgroup met via Zoom on May 4, June 8, and July 15, 2021. The subgroup includes Kevin Booker and Jake Spaulding, Sonoma Water; Rene Guillen, Brown & Caldwell; Mark Millan and Mike Savage, Data instincts; and Chuck Weir, Program Manager. The subgroup also hosted the county meetings on June 10 and June 21, 2021. Information discussed by the subgroup is covered in the rest of the reports in this agenda packet.

**Recommendation**

None at this time. This is an information item only.

**Attachment**

None

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Agenda Explanation  
North Bay Water Reuse Authority  
Board of Directors  
July 26, 2021

**ITEM NO. 7 CONSULTANT PROGRESS REPORTS**

**Action Requested**

None at this time.

**Summary**

The consultant progress reports for the period March - June 2021 are attached for the Board's review. The consultants will be available to answer any questions from the Board.

**Recommendation**

None at this time. This is an information item only.

**Attachment**

Consultant Progress Reports for April - June 2021.



## **AGREEMENT FOR ENGINEERING, ENVIRONMENTAL, AND PUBLIC OUTREACH SERVICES FOR NORTH BAY WATER REUSE AUTHORITY**

**ACTIVITIES FEBRUARY 19, 2021 THROUGH MARCH 25, 2021**

### **TASK 1 WORKSHOPS/PUBLIC OUTREACH/MGT**

#### **1.1 Workshops**

- No Activity.

#### **1.3 Public Involvement**

- Web updates and distribute timely communications to NBWRA members.

#### **1.4 Administration**

- Performed project invoicing and developed activities report.
- Distributed timely communications to NBWRA members.

### **TASK 2 TITLE XVI FEASIBILITY STUDY/REPORT**

- Attended NBWRA Board Meeting.
- Attended conference calls addressing potential projects for discussion with NBWRA Agencies.
- Held discussions with project team on updates to the feasibility study to integrate new project components into existing Phase projects.
- Held conference calls with Reclamation to discuss feasibility study updates.
- Updated feasibility study text, analysis, and figures.
- Reviewed proposed projects for grant applications.

### **TASK 3 ENVIRONMENTAL EVALUATION**

- Reviewed potential environmental reporting considerations for SCWA, Petaluma, and Marin County projects.
- Conducted review of environmental sections of the feasibility study to evaluate potential updates.

### **TASK 4 FINANCIAL CAPABILITIES DETERMINATION**

- No Activity.

### **TASK 5 PHASE 2 GRANT APPLICATION AND MANAGEMENT**

- Reviewed recently released grant funding opportunity and coordinated discussions to determine next steps.

### **TASK 6 PHASE 1 SERVICES**

- No Activity.



## **AGREEMENT FOR ENGINEERING, ENVIRONMENTAL, AND PUBLIC OUTREACH SERVICES FOR NORTH BAY WATER REUSE AUTHORITY**

**ACTIVITIES MARCH 26, 2021 THROUGH APRIL 22, 2021**

### **TASK 1 WORKSHOPS/PUBLIC OUTREACH/MGT**

#### **1.1 Workshops**

- No Activity.

#### **1.3 Public Involvement**

- Web updates and distribute timely communications to NBWRA members.

#### **1.4 Administration**

- Performed project invoicing and developed activities report.
- Distributed timely communications to NBWRA members.

### **TASK 2 TITLE XVI FEASIBILITY STUDY/REPORT**

- Reviewed proposed projects for grant applications
- Attended conference calls addressing potential projects for discussion with NBWRA Agencies.
- Developed slides for presentation on the history and potential future of NBWRA that was presented at the NBWRA Board Meeting.
- Attended NBWRA Board Meeting.
- Held discussions with project team on updates to the feasibility study to integrate new project components into existing Phase projects.
- Updated feasibility study text, analysis, and figures.

### **TASK 3 ENVIRONMENTAL EVALUATION**

- Prepared for NBWRA Board Meeting.
- Developed and provided updates on status of Phase 2 Program.
- Conducted review of environmental sections of the feasibility study to evaluate potential updates.

### **TASK 4 FINANCIAL CAPABILITIES DETERMINATION**

- No Activity.

**TASK 5 PHASE 2 GRANT APPLICATION AND MANAGEMENT**

- Reviewed recently released grant funding opportunity and coordinated discussions to determine next steps.
- Held meetings with the City of Petaluma and American Canyon to discuss interest in preparing and submitting a grant application for their respective projects.
- Held discussions with Reclamation to discuss questions on the funding opportunity announcement.

**TASK 6 PHASE 1 SERVICES**

- No Activity.



## **AGREEMENT FOR ENGINEERING, ENVIRONMENTAL, AND PUBLIC OUTREACH SERVICES FOR NORTH BAY WATER REUSE AUTHORITY**

**ACTIVITIES APRIL 23, 2021 THROUGH MAY 20, 2021**

### **TASK 1 WORKSHOPS/PUBLIC OUTREACH/MGT**

#### **1.1 Workshops**

- No Activity.

#### **1.3 Public Involvement**

- Web updates and distribute timely communications to NBWRA members.

#### **1.4 Administration**

- Performed project invoicing and developed activities report.
- Distributed timely communications to NBWRA members.
- Held discussions with Sonoma Water on new amendment.

### **TASK 2 TITLE XVI FEASIBILITY STUDY/REPORT**

- No Activity.

### **TASK 3 ENVIRONMENTAL EVALUATION**

- Conducted review of environmental sections of the feasibility study to evaluate potential updates.
- Submitted updated FS report to Reclamation.

### **TASK 4 FINANCIAL CAPABILITIES DETERMINATION**

- No Activity.

### **TASK 5 PHASE 2 GRANT APPLICATION AND MANAGEMENT**

- Helped NBWRA agencies compile information on potential projects in the region that sought State funding.

### **TASK 6 PHASE 1 SERVICES**

- Held meetings with technical team to discuss approach to be used in upcoming county meetings to help determine the direction of NBWRA.



## **AGREEMENT FOR ENGINEERING, ENVIRONMENTAL, AND PUBLIC OUTREACH SERVICES FOR NORTH BAY WATER REUSE AUTHORITY**

**ACTIVITIES MAY 21, 2021 THROUGH JUNE 30, 2021**

### **TASK 1 WORKSHOPS/PUBLIC OUTREACH/MGT**

#### **1.1 Workshops**

- No Activity.

#### **1.3 Public Involvement**

- Web updates and distribute timely communications to NBWRA members.

#### **1.4 Administration**

- Performed project invoicing and developed activities report.
- Distributed timely communications to NBWRA members.
- Held discussions with Sonoma Water on new amendment.

#### **1.5 NBWRA Future Direction & Additional Services**

- Helped coordinate meetings with technical team to discuss approach to be used in upcoming county meetings to help determine the direction of NBWRA.
- Prepared materials and presentation to be used at the Napa, Sonoma, and Marin County meetings.
- Reviewed survey results obtained from NBWRA agencies.
- Attended and participated in meetings with Napa, Sonoma, and Marin County agencies to help determine the direction of NBWRA.

### **TASK 2 TITLE XVI FEASIBILITY STUDY/REPORT**

- No Activity.

### **TASK 3 ENVIRONMENTAL EVALUATION**

- No Activity.

### **TASK 4 FINANCIAL CAPABILITIES DETERMINATION**

- No Activity.



## **TASK 5 PHASE 2 GRANT APPLICATION AND MANAGEMENT**

- No Activity.

## **TASK 6 PHASE 1 SERVICES**

- Held meetings with technical team to discuss approach to be used in upcoming county meetings to help determine the direction of NBWRA.

Weir Technical Services  
Program Management Services for North Bay Water Reuse Authority (FY2019/20)  
Sonoma County Water Agency Project-Activity Code N0001D034

**March 2021**  
**Progress Report**

**2.1 Task 1: Authority Board of Directors (Board) and Technical Advisory Committee (TAC) Meeting Management**

- Coordinated Form 700 Filings with Agency staff.
- Revised February 22, 2021 Board meeting minutes based on comments received.
- Scheduled April 19, 2021 Zoom Board meeting, sent Outlook appointment, and monitored responses.
- Sent Doodle poll for subgroup meeting, monitored responses, scheduled, prepped for, and hosted Zoom meeting. Prepared summary notes of meeting and sent to subgroup for review. Modified notes based on comments received.
- Participated in Water Bond & Resiliency Coalitions conference call and reviewed summary of bond.
- Reviewed press releases from outreach consultant. Email communication with member agency and outreach consultant regarding website issues.
- Email communication with Agency staff regarding Conflict of Interest Cost. Located same and emailed to Agency staff.
- Updated contact lists.

**2.2 Task 2: Financial Management**

- There was no activity for this task during the reporting period.

**2.3 Task 3: Project Support and Review**

- There was no activity for this task during the reporting period.

**2.4 Task 4: Program Planning**

- Completed and submitted February 2021 invoice for program management services, and updated accounting files.

**2.5 Task 5: Governance Issues**

- There was no activity for this task during the reporting period.

Weir Technical Services  
Program Management Services for North Bay Water Reuse Authority (FY2019/20)  
Sonoma County Water Agency Project-Activity Code N0001D034

**April 2021**  
**Progress Report**

**2.1 Task 1: Authority Board of Directors (Board) and Technical Advisory Committee (TAC) Meeting Management**

- Coordinated Form 700 Filings with Agency staff.
- Prepared agenda reports, modified based on comments received. Prepared and distributed April 19, 2021 Agenda packet including PowerPoint presentation for Board workshop on new issues.
- Drafted April 19, 2021 meeting minutes and revised based on comments received.
- Scheduled July 20, 2021 Board meeting, location to be announced.
- Sent Doodle poll for subgroup meeting, monitored responses, scheduled for May 4, 2021.
- Finalized February 21, 2021 Board meeting minutes, made ADA compliant, and sent to outreach consultant for website posting.
- Monitored information from Water Bond Coalition on legislation and bond funding.
- Reviewed press releases from outreach consultant. Email communication with member agency and outreach consultant regarding website issues.
- Email communication with Agency staff regarding Conflict of Interest Cost. Located same and emailed to Agency staff.
- Reviewed news releases from outreach consultant.
- Updated contact lists.

**2.2 Task 2: Financial Management**

- Updated consultant cost tracking worksheet and reconciled with Agency trust worksheet.

**2.3 Task 3: Project Support and Review**

- There was no activity for this task during the reporting period.

**2.4 Task 4: Program Planning**

- Completed and submitted March 2021 invoice for program management services, and updated accounting files.

**2.5 Task 5: Governance Issues**

- There was no activity for this task during the reporting period.

Weir Technical Services  
Program Management Services for North Bay Water Reuse Authority (FY2019/20)  
Sonoma County Water Agency Project-Activity Code N0001D034

**May 2021**  
**Progress Report**

**2.1 Task 1: Authority Board of Directors (Board) and Technical Advisory Committee (TAC) Meeting Management**

- Edited April 19, 2021 Board meeting minutes based on subgroup comments received and sent to Board and TAC for review.
- Checked and updated contact lists with focus on each county.
- Drafted and distributed agenda for May 5, 2021 subgroup meeting. Hosted and participated in subgroup meeting. Distributed meeting notes to subgroup.
- Set up June calendar as an Excel file and sent to subgroup to indicate availability for three county meetings to discuss issues priority.
- Drafted survey form and sent to subgroup for review and comment. Finalized survey form and sent to Board and TAC members to complete and monitored responses. Sent reminders. Telecon with member agency regarding survey form. Reviewed survey results.
- Reviewed information on AB1500 and state budget update from Water Bond Coalition.
- Email correspondence with member agency regarding Board member attendance at April meeting.
- Email review and response and telecon with Agency staff regarding agreement extension.
- Responded to question on Phase 1 from member agency.
- Email communication with Agency staff regarding payment for setting up Form 700 e-filing system.

**2.2 Task 2: Financial Management**

- There was no activity for this task during the reporting period.

**2.3 Task 3: Project Support and Review**

- There was no activity for this task during the reporting period.

**2.4 Task 4: Program Planning**

- Completed and submitted April 2021 invoice for program management services, and updated accounting files. Reviewed and commented on proposed changes to agreement extension.

**2.5 Task 5: Governance Issues**

- There was no activity for this task during the reporting period.

Weir Technical Services  
Program Management Services for North Bay Water Reuse Authority (FY2019/20)  
Sonoma County Water Agency Project-Activity Code N0001D034

**June 2021**  
**Progress Report**

**2.1 Task 1: Authority Board of Directors (Board) and Technical Advisory Committee (TAC) Meeting Management**

- Contacted agencies regarding survey submittal. Received two more submittals and updated results. Forwarded same to subgroup. Updated survey results as additional surveys were received. Contacted agencies that had not yet submitted surveys.
- Email review and response with member agencies and Agency regarding setting up county meetings. Telecon with member agency regarding same.
- Scheduled three county meetings with Zoom and Outlook and forwarded to applicable parties; monitored responses.
- Hosted subgroup Zoom meeting to plan for county meetings. Muted colors in survey results. Added separate sheets for water and wastewater only agencies.
- Reviewed and commented on PowerPoint presentation for county meetings.
- Hosted separate Zoom meetings for Napa, Sonoma, and Marin Counties. Took notes for each.
- Attempted to set up consultant as alternate host for Zoom meeting.
- Email review and response with member agencies regarding Phase 2 projects for Petaluma.
- Email communication with Agency regarding Chair not being able to attend July meeting. Contacted Vice Chair.
- Email communication with subgroup regarding USBR actions and setting up subgroup meeting for plan for Board meeting. Monitored responses to possible dates and set up Zoom meeting and sent Outlook appointment.
- Updated distribution lists.

**2.2 Task 2: Financial Management**

- There was no activity for this task during the reporting period.

**2.3 Task 3: Project Support and Review**

- There was no activity for this task during the reporting period.

**2.4 Task 4: Program Planning**

- Completed and submitted May 2021 invoice for program management services, and updated accounting files.

**2.5 Task 5: Governance Issues**

- There was no activity for this task during the reporting period.

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Agenda Explanation  
North Bay Water Reuse Authority  
Board of Directors  
July 26, 2021

**ITEM NO. 8 AUTHORIZE SOMONA COUNTY WATER AGENCY TO AMEND  
AGREEMENT FOR PROGRAM MANAGEMENT FOR NORTH BAY WATER REUSE  
AUTHORITY WITH CHARLES V. WEIR DBA WEIR TECHNICAL SERVICES**

**Action Requested**

It is recommended that the Board authorize Sonoma County Water Agency to amend the agreement with Charles V. Weir for Program Management Services.

**Summary**

The agreement with Weir Technical Services for Program Management services is down to approximately \$9,000. It is recommended that an additional \$10,000 be added to the agreement for a not to exceed total of \$67,426 and that the agreement be extended to June 30, 2023. This will provide funding to allow NBWRA to determine its future direction, at which time additional amendments to all consultant agreements may be required.

**Recommendation**

Authorize Sonoma county Water Agency to amend the agreement with Charles V. Weir, as described, for Program Management Services.

**Attachment**

None

Page 1

Agenda Explanation  
North Bay Water Reuse Authority  
Board of Directors  
July 26, 2021

**ITEM NO. 9 FINANCIAL REPORTS FOR FISCAL YEAR ENDING JUNE 30, 2021**

**Action Requested**

None at this time.

The following items are attached for the Board's information for Fiscal Year ending June 30, 2021:

- a. Consultant Cost Tracking for FY20/21 through June 30, 2021
- b. FY2020/21 Monthly Project Cost Summary as of June 30, 2021
- c. FY2020/21 Budget Allocations as of June 30, 2021
- d. FY2020/21 Transaction Summaries for Phase 1, Phase 2, Joint Use, and Discretionary as of June 30, 2021
- e. Interest Earned by Fiscal Year

In the Consultant Cost Tracking spreadsheet costs by month are shown by column across the top. Only the most current three months of the fiscal year are shown, but carryover data is included. Total costs are included. Percent remaining is based on the total budget. The rest of the SCWA items are as described above. Through June 30, 2021 all items are tracking normally. Item d., Transaction Summaries includes a spreadsheet to show discretionary expenses not budgeted. Associate member dues are used for these expenses.

Marin County paid their past due Associate member fees. SCWA is over in the joint use fund but we accounted for that in our approved budget for FY21/22 so it isn't an issue at this time. Invoices for FY21/22 are being processed and will go out in the next week or so.

**Recommendation**

None at this time.

**Attachments**

Item No. 9.a – 9.e as described above

North Bay Water Reuse Authority

July 20, 2021

Consultant Cost Tracking

Fiscal Year 2020/21

	Mar-21	Apr-21	May-21	Jun-21	FY2019/20 Total	Approved FY2019/20	FY2020/21 YTD	Approved FY2020/21	Prior FY Carryover	Total Available	Amount Remaining
<b>Phase 1 Support</b>											
Grant Applications & Management - B&C	-		426	2,363	4,342	-	3,534	-	32,716	32,716	24,840
<b>Total Costs for Phase 1 Support</b>	-	-	426	2,363	4,342	-	3,534	-	32,716	32,716	24,840
<b>Phase 2 Support</b>											
Program Development	-	-	-	-		-			15,000	15,000	15,000
Federal Advocacy	-	-	-	-		-			17,500	17,500	17,500
State Advocacy	-	-	-	-		-			17,500	17,500	17,500
<b>Total Costs for Phase 2 Support</b>	-	-	-	-		-			50,000		
<b>Phase 2 Feasibility Study</b>											
Engineering Tasks 1 & 5: Mtgs, Admin, Grant Admin, Outreach - B&C	4,783	1,121	1,867	8,925	40,908	-	31,193	-	75,697	75,697	3,596
Engineering Task 2 Feasibility Study - B&C	7,153	852	-	-	14,880	-	19,366	-	23,532	23,532	(10,713)
Engineering Tasks 3 & 4, Environmental & Financial Capability - B&C	1,811	1,704	639	-	9,941	-	19,133	-	43,329	43,329	14,254
SCWA Administration - Grants and EIR/EIS - SCWA	483	1,507	-	307	21,603	-	7,335	-	28,361	28,361	(577)
<b>Total Costs for Study</b>	14,229	5,184	2,506	9,232	87,332	-	77,027	-	170,919	170,919	83,587
<b>Total Costs for Phase 2</b>	14,229	5,184	2,506	9,232	87,332	-	77,027	-			83,587
<b>Joint Use</b>											
Program Management - Weir	1,120	2,800	1,400	2,720	14,821	-	16,200	-	31,345	31,345	324
SCWA Administration	8,314	11,008	3,793	14,238	18,082	-	64,628	-	64,695	64,695	(18,016)
<b>Total Costs for Joint Use</b>	9,434	13,808	5,193	16,958	32,903	-	80,828	-	96,039	96,039	(17,692)
<b>Total Costs</b>											
Planning, Engineering, and Funding Management - B&C	13,746	3,677	2,932	11,288	70,071	-	73,226	-	175,274	175,274	31,978
Program Management - Weir	1,120	2,800	1,400	2,720	14,821	-	16,200	-	31,345	31,345	324
SCWA Administration	8,796	12,515	3,793	14,545	39,685	-	71,963	-	143,055	143,055	31,407
<b>Total Costs for NBWRA</b>	<b>23,662</b>	<b>18,993</b>	<b>8,125</b>	<b>28,553</b>	<b>124,577</b>	<b>-</b>	<b>161,389</b>	<b>-</b>	<b>349,674</b>	<b>349,674</b>	<b>63,708</b>



**North Bay Water Reuse Authority  
Project Cost Summary  
as of June 30, 2021**

<b>TOTAL FY 20/21 PROJECT COSTS</b>							
Project	Consultant	FY 20/21 Budget	FY 19/20 Budget Carryover	Total	Total Expenses in FY 20/21	Remaining Funds	Percent Remaining
Planning, Engineering and Funding Management	Brown & Caldwell	-	155,987.54	155,987.54	73,226.07	82,761.47	53.06%
Program Development and Federal/State Advocacy	B&A/TBD	-	54,238.10	54,238.10	-	54,238.10	100.00%
Program Management	Weir Technical Services	-	24,922.45	24,922.45	16,200.00	8,722.45	35.00%
SCWA Administration	SCWA	-	63,258.47	63,258.47	71,963.24	(8,704.77)	-13.76%
<b>TOTAL BUDGET</b>		<b>\$ -</b>	<b>\$ 298,406.56</b>	<b>\$ 298,406.56</b>	<b>161,389.31</b>	<b>\$ 137,017.25</b>	<b>45.92%</b>
<b>Phase 1</b>							
Project	Consultant	FY 20/21 Budget	FY 19/20 Budget Carryover	Total	Total Expenses in FY 20/21	Remaining Funds	Percent Remaining
Grant Applications and Management	Brown & Caldwell	-	30,442.26	30,442.26	3,534.00	26,908.26	88.39%
<b>TOTAL BUDGET</b>		<b>\$ -</b>	<b>\$ 30,442.26</b>	<b>\$ 30,442.26</b>	<b>\$ 3,534.00</b>	<b>\$ 26,908.26</b>	<b>0.00%</b>
<b>Phase 2 - Support</b>							
Project	Consultant	FY 20/21 Budget	FY 19/20 Budget Carryover	Total	Total Expenses in FY 20/21	Remaining Funds	Percent Remaining
Program Development	TBD	-	18,920.55	18,920.55	-	18,920.55	100.00%
Federal Advocacy	TBD	-	17,817.55	17,817.55	-	17,817.55	100.00%
State Advocacy	TBD	-	17,500.00	17,500.00	-	17,500.00	100.00%
<b>TOTAL BUDGET</b>		<b>\$ -</b>	<b>\$ 54,238.10</b>	<b>\$ 54,238.10</b>	<b>-</b>	<b>\$ 54,238.10</b>	<b>100.00%</b>
<b>Phase 2 - Feasibility Study</b>							
Project	Consultant	FY 20/21 Budget	FY 19/20 Budget Carryover	Total	Total Expenses in FY 20/21	Remaining Funds	Percent Remaining
Engineering Tasks 1 & 5: Mtgs, Admin, Grant Admin and Outreach	Brown & Caldwell	-	62,506.92	62,506.92	31,193.12	31,313.80	50.10%
Engineering: Task 2 Feasibility Study	Brown & Caldwell	-	22,025.65	22,025.65	19,365.69	2,659.96	12.08%
Engineering Tasks 3 & 4 : Environmental and Financial Capability	Brown & Caldwell	-	41,012.71	41,012.71	19,133.26	21,879.45	53.35%
SCWA Administration - Grants and EIR/EIS	SCWA	-	26,518.55	26,518.55	7,334.79	19,183.76	72.34%
<b>TOTAL BUDGET</b>		<b>\$ -</b>	<b>\$ 152,063.83</b>	<b>\$ 152,063.83</b>	<b>\$ 77,026.86</b>	<b>\$ 75,036.97</b>	<b>49.35%</b>
<b>Joint Use</b>							
Project	Consultant	FY 20/21 Budget	FY 19/20 Budget Carryover	Total	Total Expenses in FY 19/20	Remaining Funds	Percent Remaining
Program Management	Weir Technical Services	-	24,922.45	24,922.45	16,200.00	8,722.45	35.00%
SCWA Administration	SCWA	-	36,739.92	36,739.92	64,628.45	(27,888.53)	-75.91%
<b>TOTAL BUDGET</b>		<b>\$ -</b>	<b>\$ 61,662.37</b>	<b>\$ 61,662.37</b>	<b>80,828.45</b>	<b>\$ (19,166.08)</b>	<b>-31.08%</b>

**North Bay Water Reuse Authority  
Project Cost Summary  
as of June 30, 2021**

<b>TOTAL FY 20/21 PROJECT COSTS</b>											
Project	Consultant	Original Budget	Carryover	Total Budget	Original Contract	Amend	Total Contract	Uncommitted	Total Expenses in FY 20/21	Remaining	% Avail.
Planning, Engineering and Funding Management	Brown & Caldwell	-	155,987.54	155,987.54					73,226.07	82,761.47	53.06%
Program Development and Federal/State Advocacy	TBD	-	54,238.10	54,238.10					-	54,238.10	100.00%
Program Management	Weir Technical Services	-	24,922.45	24,922.45					16,200.00	8,722.45	35.00%
SCWA Administration	SCWA	-	63,258.47	63,258.47					71,963.24	(8,704.77)	-13.76%
<b>TOTAL BUDGET</b>		\$ -	\$ 298,406.56	\$ 298,406.56	\$ -	\$ -	\$ -	\$ -	<b>161,389.31</b>	<b>\$ 137,017.25</b>	<b>45.92%</b>
<b>Phase 1</b>											
Project	Consultant	Original Budget	Carryover	Total Budget	Original Contract	Amend	Total Contract	Uncommitted	Total Expenses in FY 20/21	Remaining	% Avail.
Grant Applications and Management	Brown & Caldwell	-	30,442.26	30,442.26					3,534.00	26,908.26	88.39%
<b>TOTAL BUDGET</b>		\$ -	\$ 30,442.26	\$ 30,442.26	\$ -	\$ -	\$ -	\$ -	<b>\$ 3,534.00</b>	<b>\$ 26,908.26</b>	<b>0.00%</b>
<b>Phase 2 - Support</b>											
Project	Consultant	Original Budget	Carryover	Total Budget	Original Contract	Amend	Total Contract	Uncommitted	Total Expenses in FY 20/21	Remaining	% Avail.
Program Development	TBD	-	18,920.55	18,920.55					-	18,920.55	100.00%
Federal Advocacy	TBD	-	17,817.55	17,817.55					-	17,817.55	100.00%
State Advocacy	TBD	-	17,500.00	17,500.00					-	17,500.00	100.00%
<b>TOTAL BUDGET</b>		\$ -	\$ 54,238.10	\$ 54,238.10	\$ -	\$ -	\$ -	\$ -	<b>-</b>	<b>\$ 54,238.10</b>	<b>100.00%</b>
<sup>1</sup> Contract amendment for extension through end of FY 18/19											
<b>Phase 2 - Feasibility Study</b>											
Project	Consultant	Original Budget	Carryover	Total Budget	Original Contract	Amend	Total Contract	Uncommitted	Total Expenses in FY 20/21	Remaining	% Avail.
Engineering Tasks 1 & 5: Mtgs, Admin, Grant Admin and Outreach	Brown & Caldwell	-	62,506.92	62,506.92					31,193.12	31,313.80	50.10%
Engineering: Task 2 Feasibility Study	Brown & Caldwell	-	22,025.65	22,025.65					19,365.69	2,659.96	12.08%
Engineering Tasks 3 & 4 : Environmental and Financial Capability	Brown & Caldwell	-	41,012.71	41,012.71					19,133.26	21,879.45	53.35%
Administration - Grants and EIR/EIS	SCWA	-	26,518.55	26,518.55					7,334.79	19,183.76	72.34%
<b>TOTAL BUDGET</b>		\$ -	\$ 152,063.83	\$ 152,063.83	\$ -	\$ -	\$ -	\$ -	<b>\$ 77,026.86</b>	<b>\$ 75,036.97</b>	<b>49.35%</b>
<b>Joint Use</b>											
Project	Consultant	Original Budget	Carryover	Total Budget	Original Contract	Amend	Total Contract	Uncommitted	Total Expenses in FY 20/21	Remaining	% Avail.
Program Management	Weir Technical Services	-	24,922.45	24,922.45					16,200.00	8,722.45	35.00%
Administration	SCWA	-	36,739.92	36,739.92					64,628.45	(27,888.53)	-75.91%
<b>TOTAL BUDGET</b>		\$ -	\$ 61,662.37	\$ 61,662.37	\$ -	\$ -	\$ -	\$ -	<b>80,828.45</b>	<b>\$ (19,166.08)</b>	<b>-31.08%</b>

**North Bay Water Reuse Authority  
Project Cost Summary  
as of June 30, 2021**

<b>Agreement Rollovers From 19/20 Budget</b>											
Project	Consultant	FY 19/20 Budget	Carryover For FY 19/20	Total Budget	Total Expenses (In Prior Years)	Amend	Remaining Amount	Uncommitted (expired) Amount	Total Expenses in FY 19/20	Remaining	% Avail.
<b>Phase 1:</b>											
Grant Applications and Management - B&C	Brown & Caldwell	-	34,784.26	34,784.26	-	-	-	-	4,342.00	30,442.26	87.52%
Program Development	TBD	-	-	-	-	-	-	-	-	-	0.00%
Federal Advocacy	TBD	-	-	-	-	-	-	-	-	-	0.00%
<b>Phase 2 - Support</b>											
Program Development	TBD	15,000.00	3,920.55	18,920.55	-	-	-	-	-	18,920.55	100.00%
State Advocacy	TBD	17,500.00	317.55	17,817.55	-	-	-	-	-	17,817.55	100.00%
Federal Advocacy	TBD	17,500.00	-	17,500.00	-	-	-	-	-	17,500.00	100.00%
<b>Phase 2 - Feasibility Study</b>											
Engineering Tasks 1 & 5: Mtgs, Admin, Grant Admin and Outreach	Brown & Caldwell	-	104,438.43	104,438.43	-	-	-	-	41,931.51	62,506.92	59.85%
Engineering: Task 2 Feasibility Study	Brown & Caldwell	-	36,905.40	36,905.40	-	-	-	-	14,879.75	22,025.65	59.68%
Engineering Tasks 3 & 4 : Environmental and Financial Capability	Brown & Caldwell	-	50,954.21	50,954.21	-	-	-	-	9,941.50	41,012.71	80.49%
SCWA Administration - Grants and EIR/EIS	SCWA	45,000.00	4,963.62	49,963.62	-	-	-	-	23,446.07	26,517.55	53.07%
<b>Joint Use</b>											
Program Management	Weir Technical Services	-	39,742.96	39,742.96	-	-	-	-	14,820.51	24,922.45	62.71%
SCWA Administration	SCWA	32,500.00	51,544.96	84,044.96	-	-	-	-	47,305.04	36,739.92	113.05%
<b>TOTAL BUDGET</b>		<b>\$ 127,500.00</b>	<b>\$ 327,571.94</b>	<b>\$ 455,071.94</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 156,666.38</b>	<b>\$ 298,405.56</b>	<b>65.57%</b>

Total FY20/21 Budget for all Phases	-
Rollover From Prior Years	298,406.56
<b>Total</b>	<b>298,406.56</b>

<b>Expenses Incurred in FY 20/21 (Including budget for rollover amounts)</b>	<b>161,389.31</b>
Amount Remaining	137,017.25
Unbudgeted Expenses (Discretionary)	-

<b>Total Charges to NBWR FY 20/21</b>	<b>\$161,389.31</b>
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*Uncommitted* indicates either a contract has not been issued, an existing contract has not yet been amended per approved NBWRA FY Budgets, or funds have been released from contract.

## 2020/21 Budget Allocations + Amendments

Phase 1 Support											
	Total Budget	LGVSD	Napa SD	Novato SD	SVCSD	SCWA	NMWD	Napa County	Petaluma	MMWD	American Canyon
<i>MOU Percent for Phase 1</i>		7.239%	31.894%	8.611%	27.473%	3.572%	17.640%	3.571%	0.000%	0.000%	0.000%
Grant Applications and Management	\$ -	-	-	-	-	-	-	-	-	-	-
Program Development	\$ -	-	-	-	-	-	-	-	-	-	-
Federal Advocacy	\$ -	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Phase 2 Support											
Shared on the Basis of Phase 2 Project Cost in Feasibility Study	Total Budget	LGVSD	Napa SD	Novato SD	SVCSD	SCWA	NMWD	Napa County	Petaluma	MMWD	American Canyon
<i>Percent for Phase 2 Support</i>		0.000%	14.286%	14.286%	14.286%	14.286%	0.000%	0.000%	14.286%	14.286%	14.286%
Program Development	\$ -	-	-	-	-	-	-	-	-	-	-
Federal Advocacy	\$ -	-	-	-	-	-	-	-	-	-	-
State Advocacy	\$ -	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Phase 2 Feasibility Study - Two Years											
Shared on the Basis of Phase 2 Project Cost in Feasibility Study	Total Budget	LGVSD	Napa SD	Novato SD	SVCSD	SCWA	NMWD	Napa County	Petaluma	MMWD	American Canyon
<i>Percent for Phase Engineering mtgs, etc.</i>		0.000%	14.286%	14.286%	14.286%	14.286%	0.000%	0.000%	14.286%	14.286%	14.286%
Engineering Tasks 1 & 5: Mtgs, Admin, Grant Admin and Outreach	\$ -	-	-	-	-	-	-	-	-	-	-
<i>Percent for Phase 2 Feasibility Study</i>		0.000%	30.303%	21.212%	9.091%	6.061%	0.000%	0.000%	21.212%	3.030%	9.091%
Engineering: Task 2 Feasibility Study	\$ -	-	-	-	-	-	-	-	-	-	-
<i>Percent for Phase 2 EIR/EIS &amp; Financial Cap</i>		0.000%	4.225%	8.198%	4.784%	9.962%	0.000%	0.000%	44.009%	10.355%	15.936%
Engineering Tasks 3 & 4 : Environmental and Financial Capability	\$ -	-	-	-	-	-	-	-	-	-	-
<i>Percent for Phase 2 SCWA</i>		0.000%	6.059%	14.286%	14.286%	14.286%	0.000%	0.000%	14.286%	14.286%	14.286%
SCWA Administration - Grants and EIR/EIS	\$ -	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Joint Use											
Shared on the Basis of Phase 2 Project Cost in Feasibility Study	Total Budget	LGVSD	Napa SD	Novato SD	SVCSD	SCWA	NMWD	Napa County	Petaluma	MMWD	American Canyon
<i>Percent for Joint Use</i>		10.000%	10.000%	10.000%	10.000%	10.000%	10.000%	10.000%	10.000%	10.000%	10.000%
Program Management	\$ -	-	-	-	-	-	-	-	-	-	-
SCWA Administration	\$ -	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Summary per Agency											
Agency	Total Budget	LGVSD	Napa SD	Novato SD	SVCSD	SCWA	NMWD	Napa County	Petaluma	MMWD	American Canyon
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Associate Member Contributions	\$ 5,000
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<b>Total Billable</b>	\$ 5,000
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North Bay Water Reuse Authority  
July 1, 2020 to Date Transaction Summary  
as of June 30, 2021  
**PHASE 1**

Item No. 9.d

Date	Description	Amount			Las Gallinas	Napa	Novato	SVCSD	SCWA	North Marin Water Dist.	Napa County
7/1/2020	Beginning Balance	139,046.47	b		15,129.39	50,079.58	13,386.66	23,377.96	5,118.71	31,177.35	5,118.82
10/20/2020	Brown and Caldwell -11381004	(532.50)	p	bc3	(38.55)	(169.84)	(45.85)	(146.29)	(19.02)	(93.93)	(19.02)
2/3/2021	Brown and Caldwell -11394884	(213.00)	p	bc3	(15.42)	(67.93)	(18.34)	(58.52)	(7.61)	(37.57)	(7.61)
6/30/2021	Brown and Caldwell -11412156	(426.00)	p	bc3	(30.84)	(135.87)	(36.68)	(117.03)	(15.22)	(75.15)	(15.21)
6/30/2021	Brown and Caldwell -11413141	(2,362.50)	p	bc3	(171.02)	(753.50)	(203.43)	(649.05)	(84.39)	(416.75)	(84.36)
Current NBWRA Balance		\$ 135,512.47			\$ 14,873.56	\$ 48,952.44	\$ 13,082.36	\$ 22,407.07	\$ 4,992.47	\$ 30,553.95	\$ 4,992.62
PENDING				bc3	-	-	-	-	-	-	-
Projected Balance		\$ 135,512.47			\$ 14,873.56	\$ 48,952.44	\$ 13,082.36	\$ 22,407.07	\$ 4,992.47	\$ 30,553.95	\$ 4,992.62
					10.98%	36.12%	9.65%	16.54%	3.68%	22.55%	3.68%

Current NBWRA Reconciliation				Current NBWRA Phase 1 Support Reconciliation by Entity						
Beginning Balance	139,046.47	b		15,129.39	50,079.58	13,386.66	23,377.96	5,118.71	31,177.35	5,118.82
Deposits	-	d		-	-	-	-	-	-	-
Interest Earnings	-	i		-	-	-	-	-	-	-
Payments	(3,534.00)	p		(255.83)	(1,127.14)	(304.30)	(970.89)	(126.24)	(623.40)	(126.20)
Total:	135,512.47			14,873.56	48,952.44	13,082.36	22,407.07	4,992.47	30,553.95	4,992.62

Current NBWRA Obligations							% Spent
Vendor	Encumbrances		Paid to date	Adjustments	Balance	Expires	
Grant Applications and Management - (B&C: FY 14/15 - 16/17)	30,442.26	bc3	3,534.00		26,908.26		11.61%
Grant Applications and Management - (B&C: FY 17/18)	-						
Program Development - (B&A: FY 17/18)	-						
Federal Advocacy (TFG sub) - (B&A: FY 17/18)	-						
Total	30,442.26		3,534.00	-	26,908.26		11.61%

Carryover from Last FY

North Bay Water Reuse Authority  
July 1, 2020 to Date Transaction Summary  
as of June 30, 2021  
**PHASE 2**

Item No. 9.d

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Las Galinas</u>	<u>Napa</u>	<u>Novato</u>	<u>SVCSD</u>	<u>SCWA</u>	<u>City of Petaluma</u>	<u>Marin Muni Water Dist.</u>	<u>American Canyon</u>
<b>Phase 2 - Support</b>										
7/1/2020	Beginning Balance	62,225.21 b	647.63	8,835.96	8,834.96	8,835.96	8,839.85	8,835.96	9,021.26	8,373.63
Current NBWRA Phase 2 - Support Balance \$ 62,225.21			\$ 647.63	\$ 8,835.96	\$ 8,834.96	\$ 8,835.96	\$ 8,839.85	\$ 8,835.96	\$ 9,021.26	\$ 8,373.63
<b>PENDING</b>										
Projected NBWRA Phase 2 - Support Balance \$ 62,225.21			\$ 647.63	\$ 8,835.96	\$ 8,834.96	\$ 8,835.96	\$ 8,839.85	\$ 8,835.96	\$ 9,021.26	\$ 8,373.63
			1.04%	14.20%	14.20%	14.20%	14.21%	14.20%	14.50%	13.46%
<b>Current NBWRA Phase 2 - Support Reconciliation Totals</b>			<b>Current NBWRA Phase 2 - Support Reconciliation by Entity</b>							
Beginning Balance	62,225.21 b	647.63	8,835.96	8,834.96	8,835.96	8,839.85	8,835.96	9,021.26	8,373.63	
Deposits	- d	-	-	-	-	-	-	-	-	-
Interest Earnings	- i	-	-	-	-	-	-	-	-	-
Payments	- p	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 62,225.21</b>	<b>\$ 647.63</b>	<b>\$ 8,835.96</b>	<b>\$ 8,834.96</b>	<b>\$ 8,835.96</b>	<b>\$ 8,839.85</b>	<b>\$ 8,835.96</b>	<b>\$ 9,021.26</b>	<b>\$ 8,373.63</b>	
<b>Current NBWRA Phase 2 - Support Obligations</b>										
<u>Vendor</u>	<u>Encumbrances</u>	<u>Paid to date</u>	<u>Adjustments</u>	<u>Balance</u>	<u>Expires</u>	<u>% Spent</u>				
<b>Phase 2 - Support</b>										
Program Development - (B&A: FY 18/19)	18,920.55	ba1-pd	-	18,920.55		0.00%	Carryover from Last FY			
Federal Advocacy (TFG sub) - (B&A: FY 18/19)	17,817.55	ba1-fa	-	17,817.55		0.00%	Carryover from Last FY			
State Advocacy (TFG sub) - (B&A: FY 18/19)	17,500.00	ba1-sa	-	17,500.00		0.00%				
Program Development - (TBD FY 19/20 - 20/21)	-	ba2-pd	-	-		#DIV/0!				
Federal Advocacy (TFG sub) - (TBD FY 19/20 - 20/21)	-	ba2-fa	-	-		#DIV/0!				
State Advocacy (TFG sub) - (TBD FY 19/20 - 20/21)	-	ba2-sa	-	-		#DIV/0!				
<b>Subtotal</b>	<b>\$ 54,238.10</b>		-	\$ 54,238.10		0.00%				

North Bay Water Reuse Authority  
July 1, 2020 to Date Transaction Summary  
as of June 30, 2021  
**PHASE 2**

Item No. 9.d

<u>Date</u>	<u>Description</u>	<u>Amount</u>		<u>Las Galinas</u>	<u>Napa</u>	<u>Novato</u>	<u>SVCSD</u>	<u>SCWA</u>	<u>City of Petaluma</u>	<u>Marin Muni Water Dist.</u>	<u>American Canyon</u>										
<b>Phase 2 - Feasibility Study</b>																					
<b>Engineering Tasks 1 &amp; 5: Mtgs, Admin, Grant Admin and Outreach</b>																					
7/1/2020	Beginning Balance	62,506.92	b	-	8,931.35	8,930.35	8,930.35	8,924.34	8,929.35	8,930.59	8,930.59										
10/20/2020	Brown and Caldwell - 11385747	(1,887.42)	p	bc5	-	(269.63)	(269.63)	(269.63)	(269.64)	(269.63)	(269.63)										
10/20/2020	Brown and Caldwell - 11381004	(1,576.17)	p	bc5	-	(225.17)	(225.17)	(225.17)	(225.15)	(225.17)	(225.17)										
10/22/2020	Brown and Caldwell - 11382713	(4,215.00)	p	bc5	-	(602.14)	(602.14)	(602.14)	(602.16)	(602.14)	(602.14)										
12/1/2020	Brown and Caldwell - 11388160	(2,352.71)	p	bc5	-	(336.10)	(336.10)	(336.10)	(336.11)	(336.10)	(336.10)										
1/5/2021	Brown and Caldwell - 11390745	(840.75)	p	bc5	-	(120.11)	(120.11)	(120.11)	(120.09)	(120.11)	(120.11)										
2/3/2021	Brown and Caldwell - 11394884	(723.17)	p	bc5	-	(103.31)	(103.31)	(103.31)	(103.31)	(103.31)	(103.31)										
3/8/2021	Brown and Caldwell - 11398397	(1,408.96)	p	bc5	-	(201.28)	(201.28)	(201.28)	(201.28)	(201.28)	(201.28)										
5/13/2021	Brown and Caldwell - 11399733	(1,492.25)	p	bc5	-	(213.18)	(213.18)	(213.18)	(213.18)	(213.18)	(213.18)										
5/25/2021	Brown and Caldwell - 11405467	(4,782.43)	p	bc5	-	(683.20)	(683.20)	(683.20)	(683.20)	(683.20)	(683.20)										
5/24/2021	Brown and Caldwell - 11408519	(1,121.46)	p	bc5	-	(160.21)	(160.21)	(160.21)	(160.21)	(160.21)	(160.21)										
6/30/2021	Brown and Caldwell - 11412156	(1,866.96)	p	bc5	-	(266.71)	(266.71)	(266.71)	(266.71)	(266.71)	(266.71)										
6/30/2021	Brown and Caldwell - 11413141	(8,925.84)	p	bc5	-	(1,275.12)	(1,275.12)	(1,275.12)	(1,275.12)	(1,275.12)	(1,275.12)										
<b>Current NBWRA Phase 2 - Engineering Tasks 1 &amp; 5: Mtgs, Admin, Grant Admin and Outreach Balance</b>				<b>\$</b>	<b>31,313.80</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>4,475.19</b>	<b>\$</b>	<b>4,474.19</b>	<b>\$</b>	<b>4,474.19</b>	<b>\$</b>	<b>4,468.18</b>	<b>\$</b>	<b>4,473.19</b>	<b>\$</b>	<b>4,474.43</b>	<b>\$</b>	<b>4,474.43</b>
<b>PENDING</b>																					
			bc5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
			bc5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Projected NBWRA Phase 2 - Engineering Tasks 1 &amp; 5: Mtgs, Admin, Grant Admin and Outreach Balance</b>				<b>\$</b>	<b>31,313.80</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>4,475.19</b>	<b>\$</b>	<b>4,474.19</b>	<b>\$</b>	<b>4,474.19</b>	<b>\$</b>	<b>4,468.18</b>	<b>\$</b>	<b>4,473.19</b>	<b>\$</b>	<b>4,474.43</b>	<b>\$</b>	<b>4,474.43</b>
							0.00%		14.29%		14.29%		14.29%		14.27%		14.29%		14.29%		14.29%
<b>Current NBWRA Phase 2 Feasibility Study Eng Tasks 1 &amp; 5 Reconciliation Totals</b>												<b>Current NBWRA Phase 2 Feasibility Study Eng Tasks 1 &amp; 5 Reconciliation by Entity</b>									
Beginning Balance	62,506.92	b	-	8,931.35	8,930.35	8,930.35	8,924.34	8,929.35	8,930.59	8,930.59	-										
Deposits	-	d	-	-	-	-	-	-	-	-	-										
Interest Earnings	-	i	-	-	-	-	-	-	-	-	-										
Payments	(31,193.12)	p	-	(4,456.16)	(4,456.16)	(4,456.16)	(4,456.16)	(4,456.16)	(4,456.16)	(4,456.16)	(4,456.16)										
<b>Total</b>	<b>\$ 31,313.80</b>		<b>\$ -</b>	<b>\$ 4,475.19</b>	<b>\$ 4,474.19</b>	<b>\$ 4,474.19</b>	<b>\$ 4,468.18</b>	<b>\$ 4,473.19</b>	<b>\$ 4,474.43</b>	<b>\$ 4,474.43</b>											
<b>Current NBWRA Phase 2 - Feasibility Study: Engineering Tasks 1 &amp; 5 Obligations</b>																					
<b>Phase 2 - Feasibility Study</b>																					
<b>Engineering Tasks 1 &amp; 5: Mtgs, Admin, Grant Admin and Outreach:</b>																					
<b>Brown &amp; Caldwell: (FY 17/18)</b>																					
<b>Brown &amp; Caldwell: (FY 18/19 - 20/21)</b>																					
<b>Subtotal</b>				<b>\$</b>	<b>62,506.92</b>	<b>\$</b>	<b>31,193.12</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>31,313.80</b>										
									</												

Item No. 9.d

7/20/2021



North Bay Water Reuse Authority  
July 1, 2020 to Date Transaction Summary  
as of JUNE 30, 2021  
PHASE 2

Item No. 9.d

Date	Description	Amount		Las Galinas	Napa	Novato	SVCSD	SCWA	City of Petaluma	Marin Muni Water Dist.	American Canyon		
Phase 2 - Feasibility Study													
Engineering: Tasks 3 & 4 Environmental and Financial Capability													
7/1/2020	Beginning Balance	41,012.71	b	-	2,769.27	3,363.00	1,967.01	4,079.59	18,045.31	4,248.41	6,540.12		
10/20/2020	Brown and Caldwell -11385747	(3,780.00)	p bc6	-	(255.34)	(309.88)	(180.84)	(376.60)	(1,663.54)	(391.42)	(602.38)		
10/20/2020	Brown and Caldwell -11381004	(945.00)	p bc6	-	(63.83)	(77.47)	(45.21)	(94.15)	(415.89)	(97.85)	(150.60)		
10/22/2020	Brown and Caldwell -11382713	(4,488.75)	p bc6	-	(303.22)	(367.99)	(214.74)	(447.21)	(1,975.45)	(464.81)	(715.33)		
12/1/2020	Brown and Caldwell -11388160	(118.13)	p bc6	-	(7.98)	(9.68)	(5.65)	(11.77)	(51.99)	(12.23)	(18.83)		
1/5/2021	Brown and Caldwell -11390745	(2,662.50)	p bc6	-	(179.85)	(218.27)	(127.37)	(265.27)	(1,171.74)	(275.70)	(424.30)		
2/3/2021	Brown and Caldwell -11394884	(426.00)	p bc6	-	(28.78)	(34.92)	(20.38)	(42.44)	(187.48)	(44.11)	(67.89)		
3/8/2021	Brown and Caldwell -11398397	(1,387.88)	p bc6	-	(93.75)	(113.78)	(66.40)	(138.28)	(610.79)	(143.71)	(221.17)		
5/13/2021	Brown and Caldwell -11399733	(1,171.50)	p bc6	-	(79.13)	(96.04)	(56.04)	(116.73)	(515.57)	(121.31)	(186.69)		
5/25/2021	Brown and Caldwell -11405467	(1,810.50)	p bc6	-	(122.30)	(148.42)	(86.61)	(180.39)	(796.78)	(187.48)	(288.52)		
5/25/2021	Brown and Caldwell -11408519	(1,704.00)	p bc6	-	(115.11)	(139.69)	(81.52)	(169.78)	(749.91)	(176.45)	(271.55)		
6/30/2021	Brown and Caldwell -11412156	(639.00)	p bc6	-	(43.16)	(52.39)	(30.57)	(63.67)	(281.22)	(66.17)	(101.83)		
Current NBWRA Phase 2 - Engineering Tasks 3 & 4 Environmental and Financial Capability Balance		\$ 21,879.45		\$ -	\$ 1,476.82	\$ 1,794.47	\$ 1,051.68	\$ 2,173.30	\$ 9,624.95	\$ 2,267.17	\$ 3,491.03		
PENDING			bc6	-	-	-	-	-	-	-	-		
			bc6	-	-	-	-	-	-	-	-		
			bc6	-	-	-	-	-	-	-	-		
Projected NBWRA Phase 2 - Engineering Tasks 3 & 4 Environmental and Financial Capability Balance		\$ 21,879.45		\$ -	\$ 1,476.82	\$ 1,794.47	\$ 1,051.68	\$ 2,173.30	\$ 9,624.95	\$ 2,267.17	\$ 3,491.03		
				0.00%	6.75%	8.20%	4.81%	9.93%	43.99%	10.36%	15.96%		
Current NBWRA Phase 2 Feasibility Study Eng Tasks 3 & 4 Reconciliation Totals													
Beginning Balance	41,012.71	b	-	2,769.27	3,363.00	1,967.01	4,079.59	18,045.31	4,248.41	6,540.12			
Deposits	-	d	-	-	-	-	-	-	-	-			
Interest Earnings	-	i	-	-	-	-	-	-	-	-			
Payments	(19,133.26)	p	-	(1,292.45)	(1,568.53)	(915.33)	(1,906.29)	(8,420.36)	(1,981.24)	(3,049.09)			
Total	\$ 21,879.45			\$ -	\$ 1,476.82	\$ 1,794.47	\$ 1,051.68	\$ 2,173.30	\$ 9,624.95	\$ 2,267.17	\$ 3,491.03		
Current NBWRA Phase 2 - Feasibility Study: Engineering Tasks 3 & 4 Obligations													
Vendor		Encumbrances		Paid to date		Adjustments		Balance		Expires		% Spent	
Phase 2 - Feasibility Study													
Engineering: Tasks 3 & 4: Environmental and Financial Capability:													
Brown & Caldwell: (FY 14/15 - 16/17)		-	bc3	-	-	-	#DIV/0!	Carryover from Last FY					
Brown & Caldwell: (FY 18/19)		-	bc5	-	-	-	#DIV/0!	Carryover from Last FY					
Brown & Caldwell: (FY 19/20)		41,012.71	bc6	19,133.26	-	21,879.45	46.65%	Carryover from Last FY					
Subtotal		\$ -		\$ -	\$ -	\$ -	#DIV/0!						

North Bay Water Reuse Authority  
July 1, 2020 to Date Transaction Summary  
as of JUNE 30, 2021  
PHASE 2

Item No. 9.d

Date	Description	Amount		Las Galinas	Napa	Novato	SVCS	SCWA	City of Petaluma	Marin Muni Water Dist.	American Canyon
Phase 2 - Feasibility Study											
SCWA Administration - Grants and EIR/EIS:											
7/1/2020	Beginning Balance	26,518.55	b	-	400.07	1,049.07	(486.93)	1,843.85	17,164.07	2,018.21	4,530.21
8/4/2020	Salary/Assn Chgs Applied - N2	(1,060.42)	p a7	-	(151.49)	(151.49)	(151.49)	(151.48)	(151.49)	(151.49)	(151.49)
9/3/2020	Salary/Assn Chgs Applied - N2	(384.64)	p a7	-	(54.95)	(54.95)	(54.95)	(54.95)	(54.95)	(54.95)	(54.95)
10/30/2020	Salary/Assn Chgs Applied - N2	(1,153.47)	p a7	-	(164.78)	(164.78)	(164.78)	(164.79)	(164.78)	(164.78)	(164.78)
11/17/2020	Salary/Assn Chgs Applied - N2	(431.48)	p a7	-	(61.64)	(61.64)	(61.64)	(61.64)	(61.64)	(61.64)	(61.64)
11/17/2020	Salary/Assn Chgs Applied - N5	(578.95)	p a7	-	(82.71)	(82.71)	(82.71)	(82.69)	(82.71)	(82.71)	(82.71)
12/1/2020	Salary/Assn Chgs Applied - N2	(384.84)	p a7	-	(54.98)	(54.98)	(54.98)	(54.96)	(54.98)	(54.98)	(54.98)
12/10/2020	Salary/Assn Chgs Applied - N2	(460.79)	p a7	-	(65.83)	(65.83)	(65.83)	(65.81)	(65.83)	(65.83)	(65.83)
12/23/2020	Salary/Assn Chgs Applied - N2	(486.90)	p a7	-	(69.56)	(69.56)	(69.56)	(69.54)	(69.56)	(69.56)	(69.56)
2/18/2021	Salary/Assn Chgs Applied - N5	(96.55)	p a7	-	(13.79)	(13.79)	(13.79)	(13.81)	(13.79)	(13.79)	(13.79)
3/18/2021	Salary/Assn Chgs Applied - N5	(482.70)	p a7	-	(68.96)	(68.96)	(68.96)	(68.94)	(68.96)	(68.96)	(68.96)
4/16/2021	Salary/Assn Chgs Applied - N2	(304.94)	p a7	-	(43.56)	(43.56)	(43.56)	(43.54)	(43.56)	(43.56)	(43.56)
4/29/2021	Salary/Assn Chgs Applied - N2	(203.32)	p a7	-	(29.05)	(29.05)	(29.05)	(29.03)	(29.05)	(29.05)	(29.05)
4/29/2021	Salary/Assn Chgs Applied - N5	(592.05)	p a7	-	(84.58)	(84.58)	(84.58)	(84.56)	(84.58)	(84.58)	(84.58)
4/29/2021	Salary/Assn Chgs Applied - N2	(406.66)	p a7	-	(58.10)	(58.10)	(58.10)	(58.08)	(58.10)	(58.10)	(58.10)
6/30/2021	Salary/Assn Chgs Applied - N2	(307.08)	p a7	-	(43.87)	(43.87)	(43.87)	(43.85)	(43.87)	(43.87)	(43.87)
Current NBWRA Phase 2 - SCWA Administration and EIR/EIS		\$ 19,183.76		\$ -	\$ (647.78)	\$ 1.22	\$ (1,534.78)	\$ 796.19	\$ 16,116.22	\$ 970.36	\$ 3,482.36
PENDING											
Projected NBWRA Phase 2 - SCWA Administration and EIR/EIS		\$ 19,183.76		\$ -	\$ (647.78)	\$ 1.22	\$ (1,534.78)	\$ 796.19	\$ 16,116.22	\$ 970.36	\$ 3,482.36
				0.00%	-3.38%	0.01%	-8.00%	4.15%	84.01%	5.06%	18.15%
Current NBWRA Phase 2 Feasibility Study SCWA Administration - Grants and EIR/EIS Reconciliation Totals											
Beginning Balance	26,518.55	b	-	400.07	1,049.07	(486.93)	1,843.85	17,164.07	2,018.21	4,530.21	
Deposits	-	d	-	-	-	-	-	-	-	-	
Interest Earnings	-	i	-	-	-	-	-	-	-	-	
Payments	(7,334.79)	p	-	(1,047.85)	(1,047.85)	(1,047.85)	(1,047.66)	(1,047.85)	(1,047.85)	(1,047.85)	
Total	\$ 19,183.76		\$ -	\$ (647.78)	\$ 1.22	\$ (1,534.78)	\$ 796.19	\$ 16,116.22	\$ 970.36	\$ 3,482.36	
Current NBWRA Phase 2 - Feasibility Study: SCWA Administration - Grants and EIR/EIS Obligations											
Vendor	Encumbrances	Paid to date	Adjustments	Balance	Expires	% Spent					
Phase 2 - Feasibility Study											
SCWA Administration - Grants and EIR/EIS:											
SCWA: (FY 18/19)	-	a5	-	-	-	#DIV/0!	Carryover from Last FY				
SCWA: (FY 19/20)	-	a6	-	-	-	#DIV/0!	Carryover from Last FY				
SCWA: (FY 20/21)	26,518.55	a7	7,334.79	19,183.76	27.66%	#DIV/0!	Carryover from Last FY				
Subtotal		\$ -	\$ -	\$ -	\$ -	#DIV/0!					
Phase 2 Feasibility Study Balance Totals											
Current NBWRA Phase 2 - Feasibility Study Balance		75,036.97	-	6,110.30	6,834.33	4,232.72	7,598.34	30,778.81	7,793.00	11,689.45	
Projected NBWRA Phase 2 - Feasibility Study Balance		75,036.97	-	6,110.30	6,834.33	4,232.72	7,598.34	30,778.81	7,793.00	11,689.45	
*Projected Balance includes all pending transactions											

North Bay Water Reuse Authority  
July 1, 2020 to Date Transaction Summary  
as of June 30, 2021  
**PHASE 2**

Item No. 9.d

Date	Description	Amount	Las Galinas	Napa	Novato	SVCSD	SCWA	City of Petaluma	Marin Muni. Water Dist.	American Canyon	
Summary											
Phase 2 Support & Feasibility Study Balance Totals											
Current NBWRA Phase 2 Balance			137,262.18	647.63	14,946.26	15,669.29	13,068.68	16,438.19	39,614.77	16,814.26	20,063.08
Projected NBWRA Phase 2 Balance			137,262.18	647.63	14,946.26	15,669.29	13,068.68	16,438.19	39,614.77	16,814.26	20,063.08
Current NBWRA Phase 2 - Support & Feasibility Study Reconciliation Totals											
Beginning Balance	214,289.04	b d i p	647.63	27,611.09	26,849.68	21,248.56	25,022.07	57,646.99	24,886.30	30,376.72	
Deposits	-		-	-	-	-	-	-	-	-	
Interest Earnings	-		-	-	-	-	-	-	-	-	
Payments	(77,026.86)		(12,664.83)	(11,180.39)	(8,179.88)	(8,583.88)	(18,032.22)	(8,072.04)	(10,313.64)		
Totals			137,262.18	647.63	14,946.26	15,669.29	13,068.68	16,438.19	39,614.77	16,814.26	20,063.08
NBWRA Phase 2 - Support & Feasibility Study Total Obligations											
Vendor	Encumbrances		Paid to date	Adjustments	Balance	Expires	% Spent				
Phase 2 - Support & Feasibility Study Totals											
Program Development - (B&A: FY 18/19)	18,920.55	ba1-pd	-	-	18,920.55		0.00%				
Federal Advocacy (TFG sub) - (B&A: FY 18/19)	17,817.55	ba1-fa	-	-	17,817.55		0.00%				
State Advocacy (TFG sub) - (B&A: FY 18/19)	17,500.00	ba1-sa	-	-	17,500.00		0.00%				
Program Development - (TBD FY 19/20)	-	ba2-pd	-	-	-		#DIV/0!				
Federal Advocacy (TFG sub) - (TBD FY 19/20)	-	ba2-fa	-	-	-		#DIV/0!				
State Advocacy (TFG sub) - (TBD FY 19/20)	-	ba2-sa	-	-	-		#DIV/0!				
Brown & Caldwell: (FY 14/15 - 16/17)	-	bc3	-	-	-		#DIV/0!				
Brown & Caldwell: (FY 17/18)	-	bc4	-	-	-		0.00%				
Brown & Caldwell: (FY 18/19)	62,506.92	bc5	31,193.12	-	31,313.80		49.90%				
SCWA: (FY 18/19)	-	a5	-	-	-		#DIV/0!				
SCWA: (FY 19/20)	-	a6	-	-	-		#DIV/0!				
Subtotal			\$ 116,745.02	\$ 31,193.12	\$ -	\$ 85,551.90	26.72%				
*Projected Balance includes all pending transactions											

North Bay Water Reuse Authority  
July 1, 2020 to Date Transaction Summary  
as of June 30, 2021  
**JOINT USE**

Item No. 9.d

Date	Description	Amount	Las Gallinas	Napa	Novato	SVCSD	SCWA	North Marin Water Dist.	Napa County	City of Petaluma	Marin Muni Water Dist.	American Canyon
7/1/2020	Beginning Balance	69,244.66	6,230.62	9,480.62	9,480.62	9,480.62	9,480.49	9,480.62	9,480.62	5,770.75	179.85	179.85
8/4/2020	Salary/Assn Chgs Applied	(1,251.88) p a7	(125.19)	(125.19)	(125.19)	(125.19)	(125.17)	(125.19)	(125.19)	(125.19)	(125.19)	(125.19)
8/7/2020	Salary/Assn Chgs Applied	(2,410.55) p a7	(241.06)	(241.06)	(241.06)	(241.06)	(241.01)	(241.06)	(241.06)	(241.06)	(241.06)	(241.06)
8/17/2020	Weir Technical Services SCWA_07-20	(1,080.00) p w4	(108.00)	(108.00)	(108.00)	(108.00)	(108.00)	(108.00)	(108.00)	(108.00)	(108.00)	(108.00)
8/21/2020	Salary/Assn Chgs Applied	(1,606.34) p a7	(160.63)	(160.63)	(160.63)	(160.63)	(160.63)	(160.63)	(160.63)	(160.63)	(160.63)	(160.63)
9/3/2020	Salary/Assn Chgs Applied	(3,498.77) p a7	(349.88)	(349.88)	(349.88)	(349.88)	(349.85)	(349.88)	(349.88)	(349.88)	(349.88)	(349.88)
9/10/2020	Weir Technical Services SCWA_08-20	(800.00) p w4	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)
9/17/2020	Salary/Assn Chgs Applied	(1,994.85) p a7	(199.49)	(199.49)	(199.49)	(199.49)	(199.44)	(199.49)	(199.49)	(199.49)	(199.49)	(199.49)
10/1/2020	Salary/Assn Chgs Applied	(411.28) p a7	(41.13)	(41.13)	(41.13)	(41.13)	(41.11)	(41.13)	(41.13)	(41.13)	(41.13)	(41.13)
10/15/2020	Salary/Assn Chgs Applied	(911.41) p a7	(91.14)	(91.14)	(91.14)	(91.14)	(91.15)	(91.14)	(91.14)	(91.14)	(91.14)	(91.14)
10/16/2020	Weir Technical Services SCWA_09-20	(520.00) p w4	(52.00)	(52.00)	(52.00)	(52.00)	(52.00)	(52.00)	(52.00)	(52.00)	(52.00)	(52.00)
10/23/2020	County Counsel	(552.00) p a7	(55.20)	(55.20)	(55.20)	(55.20)	(55.20)	(55.20)	(55.20)	(55.20)	(55.20)	(55.20)
10/30/2020	Salary/Assn Chgs Applied	(1,684.73) p a7	(168.47)	(168.47)	(168.47)	(168.47)	(168.50)	(168.47)	(168.47)	(168.47)	(168.47)	(168.47)
11/9/2020	Weir Technical Services SCWA_10-20	(2,760.00) p w4	(276.00)	(276.00)	(276.00)	(276.00)	(276.00)	(276.00)	(276.00)	(276.00)	(276.00)	(276.00)
11/17/2020	Salary/Assn Chgs Applied	(2,783.21) p a7	(278.32)	(278.32)	(278.32)	(278.32)	(278.32)	(278.32)	(278.32)	(278.32)	(278.32)	(278.32)
12/1/2020	Salary/Assn Chgs Applied	(1,991.33) p a7	(199.13)	(199.13)	(199.13)	(199.13)	(199.16)	(199.13)	(199.13)	(199.13)	(199.13)	(199.13)
12/10/2020	Salary/Assn Chgs Applied	(1,148.46) p a7	(114.85)	(114.85)	(114.85)	(114.85)	(114.81)	(114.85)	(114.85)	(114.85)	(114.85)	(114.85)
12/23/2020	Salary/Assn Chgs Applied	(85.75) p a7	(85.75)	(85.75)	(85.75)	(85.75)	(85.79)	(85.75)	(85.75)	(85.75)	(85.75)	(85.75)
1/5/2021	Weir Technical Services SCWA_11-20	(280.00) p w4	(28.00)	(28.00)	(28.00)	(28.00)	(28.00)	(28.00)	(28.00)	(28.00)	(28.00)	(28.00)
1/8/2021	Salary/Assn Chgs Applied	(339.42) p a7	(33.94)	(33.94)	(33.94)	(33.94)	(33.96)	(33.94)	(33.94)	(33.94)	(33.94)	(33.94)
1/22/2021	Salary/Assn Chgs Applied	(482.01) p a7	(48.20)	(48.20)	(48.20)	(48.20)	(48.21)	(48.20)	(48.20)	(48.20)	(48.20)	(48.20)
2/4/2021	Salary/Assn Chgs Applied	(2,074.70) p a7	(207.47)	(207.47)	(207.47)	(207.47)	(207.47)	(207.47)	(207.47)	(207.47)	(207.47)	(207.47)
2/18/2021	Salary/Assn Chgs Applied	(3,276.67) p a7	(327.67)	(327.67)	(327.67)	(327.67)	(327.64)	(327.67)	(327.67)	(327.67)	(327.67)	(327.67)
2/22/2021	Weir Technical Services SCWA_12-20	(80.00) p w4	(8.00)	(8.00)	(8.00)	(8.00)	(8.00)	(8.00)	(8.00)	(8.00)	(8.00)	(8.00)
2/22/2021	Weir Technical Services SCWA_1-21	(600.00) p w4	(60.00)	(60.00)	(60.00)	(60.00)	(60.00)	(60.00)	(60.00)	(60.00)	(60.00)	(60.00)
3/18/2021	Salary/Assn Chgs Applied	(831.35) p a7	(83.136)	(83.136)	(83.136)	(83.136)	(83.136)	(83.136)	(83.136)	(83.136)	(83.136)	(83.136)
3/24/2021	Weir Technical Services SCWA_2-21	(2,040.00) p w4	(204.00)	(204.00)	(204.00)	(204.00)	(204.00)	(204.00)	(204.00)	(204.00)	(204.00)	(204.00)
4/6/2021	Salary/Assn Chgs Applied	(75.52) p a7	(75.52)	(75.52)	(75.52)	(75.52)	(75.52)	(75.52)	(75.52)	(75.52)	(75.52)	(75.52)
4/15/2021	Weir Technical Services SCWA_3-21	(1,120.00) p w4	(112.00)	(112.00)	(112.00)	(112.00)	(112.00)	(112.00)	(112.00)	(112.00)	(112.00)	(112.00)
4/16/2021	Salary/Assn Chgs Applied	(2,281.98) p a7	(228.20)	(228.20)	(228.20)	(228.20)	(228.20)	(228.20)	(228.20)	(228.20)	(228.20)	(228.20)
4/29/2021	Salary/Assn Chgs Applied	(7,971.18) p a7	(797.12)	(797.12)	(797.12)	(797.12)	(797.12)	(797.12)	(797.12)	(797.12)	(797.12)	(797.12)
5/12/2021	Salary/Assn Chgs Applied	(3,793.08) p a7	(379.31)	(379.31)	(379.31)	(379.31)	(379.31)	(379.31)	(379.31)	(379.31)	(379.31)	(379.31)
5/18/2021	Weir Technical Services SCWA_4-21	(2,800.00) p w4	(280.00)	(280.00)	(280.00)	(280.00)	(280.00)	(280.00)	(280.00)	(280.00)	(280.00)	(280.00)
6/1/2021	Salary/Assn Chgs Applied	(5,524.45) p a7	(552.45)	(552.45)	(552.45)	(552.45)	(552.45)	(552.45)	(552.45)	(552.45)	(552.45)	(552.45)
6/10/2021	Salary/Assn Chgs Applied	(3,590.65) p a7	(359.07)	(359.07)	(359.07)	(359.07)	(359.07)	(359.07)	(359.07)	(359.07)	(359.07)	(359.07)
6/10/2021	Weir Technical Services SCWA_5-21	(1,400.00) p w4	(140.00)	(140.00)	(140.00)	(140.00)	(140.00)	(140.00)	(140.00)	(140.00)	(140.00)	(140.00)
6/25/2021	Salary/Assn Chgs Applied	(3,118.41) p a7	(311.84)	(311.84)	(311.84)	(311.84)	(311.84)	(311.84)	(311.84)	(311.84)	(311.84)	(311.84)
6/30/2021	Weir Technical Services SCWA_6-21	(2,720.00) p w4	(272.00)	(272.00)	(272.00)	(272.00)	(272.00)	(272.00)	(272.00)	(272.00)	(272.00)	(272.00)
6/30/2021	Salary/Assn Chgs Applied	(2,004.74) p a7	(200.47)	(200.47)	(200.47)	(200.47)	(200.47)	(200.47)	(200.47)	(200.47)	(200.47)	(200.47)
<b>Current NBWRA Balance \$ (11,583.79)</b>			<b>\$ (1,852.24)</b>	<b>\$ 1,397.76</b>	<b>\$ 1,397.76</b>	<b>\$ 1,397.76</b>	<b>\$ 1,397.69</b>	<b>\$ 1,397.76</b>	<b>\$ 1,397.76</b>	<b>\$ (2,312.11)</b>	<b>\$ (7,903.01)</b>	<b>\$ (7,903.01)</b>
<b>PENDING</b>			-	-	-	-	-	-	-	-	-	-
			-	-	-	-	-	-	-	-	-	-
<b>Projected Balance \$ (11,583.79)</b>			<b>\$ (1,852.24)</b>	<b>\$ 1,397.76</b>	<b>\$ 1,397.76</b>	<b>\$ 1,397.76</b>	<b>\$ 1,397.69</b>	<b>\$ 1,397.76</b>	<b>\$ 1,397.76</b>	<b>\$ (2,312.11)</b>	<b>\$ (7,903.01)</b>	<b>\$ (7,903.01)</b>
			15.99%	-12.07%	-12.07%	-12.07%	-12.07%	-12.07%	-12.07%	19.96%	68.22%	68.22%

Current NBWRA Reconciliation	
Beginning Balance	-
Deposits	-
Interest Earnings	-
Payments	(80,828.45)
<b>Total:</b>	<b>(80,828.45)</b>

Current NBWRA Joint Use Reconciliation by Entity										
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
(8,082.86)	(8,082.86)	(8,082.86)	(8,082.86)	(8,082.80)	(8,082.86)	(8,082.86)	(8,082.86)	(8,082.86)	(8,082.86)	(8,082.86)
<b>(8,082.86)</b>	<b>(8,082.86)</b>	<b>(8,082.86)</b>	<b>(8,082.86)</b>	<b>(8,082.80)</b>	<b>(8,082.86)</b>	<b>(8,082.86)</b>	<b>(8,082.86)</b>	<b>(8,082.86)</b>	<b>(8,082.86)</b>	<b>(8,082.86)</b>

Current NBWRA Obligations						
Vendor	Encumbrances		Paid to date	Adjustments	Balance	Expires
Program Mangement - (Weir : FY 14/15 - 16/17)	-	w3	-	-	-	0.00%
Program Mangement - (Weir : FY 17/18 - 20/21)	24,922.45	w4	16,200.00	-	8,722.45	65.00%
SCWA Administration - (SCWA : FY 17/18)	-	a4	-	-	-	0.00%
SCWA Administration - (SCWA : FY 18/19)	-	a5	-	-	-	0.00%
SCWA Administration - (SCWA : FY 19/20)	-	a6	-	-	-	0.00%
SCWA Administration - (SCWA : FY 20/21)	36,739.92	a7	64,628.45	-	(27,888.53)	175.91%
<b>Total</b>	<b>61,662.37</b>		<b>16,200.00</b>	<b>-</b>	<b>8,722.45</b>	<b>26.27%</b>

Carryover from Last FY  
Carryover from Last FY  
Carryover from Last FY  
Carryover from Last FY

**North Bay Water Reuse Authority**  
**July 1, 2020 to Date Transaction Summary**  
**as of June 30, 2021**  
**Discretionary**

Item No. 9.d

<u>Date</u>	<u>Description</u>	<u>Amount</u>	
7/1/2020	Beginning Balance	51,639.50	b
6/30/2021	Marin County Associate Member Fee	5,000.00	d
6/30/2021	Marin County Associate Member Fee	10,000.00	d
<b>Current NBWRA Balance</b>			p
		<b>66,639.50</b>	
<b>PENDING</b>			

<b>Projected Balance</b>	<b>66,639.50</b>
--------------------------	------------------

<b>Current NBWRA Reconciliation</b>		
Beginning Balance	51,639.50	b
Deposits	15,000.00	d
Interest Earnings	-	i
Payments	-	p
<b>Balance</b>	<b>66,639.50</b>	

<u>Combined</u>	<u>Marin Muni</u>	<u>City of</u>
	<u>Water Dist.</u>	<u>American Canyon</u>
51,639.50	21,884.62	15,000.00
5,000.00		
10,000.00		
-		
<b>66,639.50</b>	<b>21,884.62</b>	<b>15,000.00</b>
-		
<b>66,639.50</b>	<b>21,884.62</b>	<b>15,000.00</b>
	MMWD	AM

<b>Current NBWRA Joint Use Reconciliation by Entity</b>				
51,639.50	21,884.62	20,000.00		15,000.00
15,000.00	-	-	-	-
-	-	-	-	-
-	-	-	-	-
<b>66,639.50</b>	<b>21,884.62</b>	<b>20,000.00</b>		<b>15,000.00</b>

<b>NBWRA Obligations</b>						
<u>Vendor</u>	<u>Encumbrances</u>	<u>Paid to date</u>	<u>Adjustments</u>	<u>Balance</u>	<u>Expires</u>	<u>% Spent</u>
<b>N/A</b>						
Total	-	-	-	-		
<u>Project</u>	<u>Unencumbered</u>	<u>Spent</u>	<u>Misc.</u>	<u>Balance</u>		<u>% Spent</u>
Admin Agency Services (Unallocated)	-	ua	-	-		0%
Admin Agency Services (Room Rental)	-	rr	-	-		0%
Federal Congressional Tour	-	ft	-	-		0%
State Congressional Tour	-	st	-	-		0%
Total	-	-	-	-		
Miscellaneous Expenses		m	-			
	<u>Scheduled costs</u>	<u>Expenses</u>	<u>Adjustments</u>	<u>Balance</u>		<u>% Spent</u>
Total	-	-	-	-		0%

**Interest**  
**North Bay Water Reuse Authority**  
**as of June 30, 2021**

**FY2013/2014**

<b>Period</b>	<b>Date Posted</b>	<b>Amount</b>
1st Quarter	10/15/2013	\$ 1,335.43
2nd Quarter	1/15/2014	\$ 1,445.77
3rd Quarter	4/16/2014	\$ 1,034.70
4th Quarter	7/16/2014	\$ 590.63
<b>Total</b>		<b>\$ 4,406.53</b>

**FY2014/2015**

<b>Period</b>	<b>Date Posted</b>	<b>Amount</b>
1st Quarter	10/15/2014	\$ 1,849.53
2nd Quarter	1/15/2015	\$ 2,430.25
3rd Quarter	4/16/2015	\$ 2,256.57
4th Quarter	7/15/2015	\$ 1,682.38
<b>Total</b>		<b>\$ 8,218.73</b>

**FY2015/2016**

<b>Period</b>	<b>Date Posted</b>	<b>Amount</b>
1st Quarter	10/15/2015	\$ 1,631.68
2nd Quarter	1/15/2016	\$ 3,371.28
3rd Quarter	4/15/2016	\$ 3,509.54
4th Quarter	7/15/2016	\$ 3,407.03
<b>Total</b>		<b>\$ 11,919.53</b>

**FY2016/2017**

<b>Period</b>	<b>Date Posted</b>	<b>Amount</b>
1st Quarter	10/14/2016	\$ 4,111.97
2nd Quarter	1/13/2017	\$ 5,277.04
3rd Quarter	4/14/2017	\$ 5,383.46
4th Quarter	7/14/2017	\$ 5,766.27
<b>Total</b>		<b>\$ 20,538.74</b>

**FY2017/2018**

<b>Period</b>	<b>Date Posted</b>	<b>Amount</b>
1st Quarter	10/17/2017	\$ 5,909.98
2nd Quarter	1/12/2018	\$ 7,669.67
3rd Quarter	4/13/2018	\$ 6,628.28
4th Quarter	7/13/2018	\$ 6,146.03
<b>Total</b>		<b>\$ 26,353.96</b>

**Interest**  
**North Bay Water Reuse Authority**  
**as of June 30, 2021**  
**FY2018/2019**

Period	Date Posted	Amount
1st Quarter	10/15/2018	\$ 5,512.88
2nd Quarter	1/15/2019	\$ 6,454.76
3rd Quarter	4/12/2019	\$ 7,728.98
4th Quarter	7/12/2019	\$ 7,205.96
Total		\$ 26,902.58

**FY2019/2020**

Period	Date Posted	Amount
1st Quarter	10/11/2019	\$ 6,387.63
2nd Quarter	1/10/2020	\$ 5,694.80
3rd Quarter	4/9/2020	\$ 5,477.49
4th Quarter	7/15/2020	\$ 4,828.69
Total		\$ 22,388.61

**FY2020/2021**

Period	Date Posted	Amount
1st Quarter	10/13/2020	\$ 3,246.60
2nd Quarter	1/15/2021	\$ 2,101.72
3rd Quarter	4/13/2021	\$ 1,746.08
4th Quarter	6/30/2021	\$ 1,335.66
Total		\$ 8,430.06

**Balance**

	Amount
	\$ 129,158.74
Transfer to JU	\$ (60,000.00)
Total	\$ 69,158.74

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Agenda Explanation  
North Bay Water Reuse Authority  
Board of Directors  
July 26, 2021

**ITEM NO. 10 THREE-YEAR AGREEMENT WITH GRANICUS FOR A  
DISCLOSUREDOCS SUBSCRIPTION TO MANAGE AND FILE FORM 700S FOR  
NBWRA**

**Action Requested**

Approve a three-year agreement between Granicus and Sonoma County Water Agency for a DisclosureDocs Subscription to Manage and File Form 700s for NBWRA.

Form 700s are required to be filed annually by all NBWRA Board members, as well as any time a Board member is starting or ending a term on the Board. Obtaining the Form 700s is always a challenge and creates much confusion every year. Granicus has an online program that would make the process much simpler. It would save staff time for the Program Manager and Sonoma Water staff that would more than offset the small cost of the subscription. Following is the cost summary for a three-year subscription.

Year 1	\$399.00
Year 2	\$418.96
Year 3	\$439.90
Total	\$1,257.86

The cost proposal from Granicus is attached for the Board's information.

**Recommendation**

Approve a three-year agreement between Granicus and Sonoma County Water Agency for a DisclosureDocs Subscription.

**Attachments**

Granicus Proposal for Sonoma County Water Agency





408 Saint Peter Street, Suite 600  
Saint Paul, MN 55102  
United States

THIS IS NOT AN INVOICE

Order Form  
Prepared for  
Sonoma County Water Agency

## Granicus Proposal for Sonoma County Water Agency

### ORDER DETAILS

Prepared By:	Toni Yates
Phone:	+1 9517560420
Email:	toni.yates@granicus.com
Order #:	Q-139420
Prepared On:	04/22/2021
Expires On:	06/21/2021

### ORDER TERMS

Currency:	USD
Payment Terms:	Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Period of Performance:	The term of the Agreement will commence on the date this document is signed and will continue for 36 months.

## PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

One-Time Fees			
Solution	Billing Frequency	Quantity/Unit	One-Time Fee
DisclosureDocs Setup and Configuration	Up Front	1 Each	\$0.00
DisclosureDocs Training - Online	Up Front	1 Each	\$0.00
SUBTOTAL:			\$0.00

New Subscription Fees			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
DisclosureDocs Subscription	Annual	1 Each	\$199.50
DisclosureDocs - Hosting	Annual	1 Each	\$0.00
eDisclosure Subscription	Annual	1 Each	\$199.50
SUBTOTAL:			\$399.00

Number of Filers:
15

## FUTURE YEAR PRICING

Solution(s)	Period of Performance	
	Year 2	Year 3
DisclosureDocs Subscription	\$209.48	\$219.95
DisclosureDocs - Hosting	\$0.00	\$0.00
eDisclosure Subscription	\$209.48	\$219.95
SUBTOTAL:	\$418.96	\$439.90

## PRODUCT DESCRIPTIONS

Solution	Description
DisclosureDocs Subscription	DisclosureDocs™ is your robust desktop application that provides numerous features to help you manage your Filers, Conflict of Interest Code changes, Full and Facial Reviews, generate Letters, Emails, business process Reports and manage your corresponding Public Access and Electronic Filing components.
DisclosureDocs Setup and Configuration	DisclosureDocs Professional Services Fee for Setup and Configuration
DisclosureDocs Training - Online	DisclosureDocs Suite Online Training Fee
eDisclosure Subscription	eDisclosure™ application allows your Filers to login and file for all positions that he/she is holding as well as submit the filing to their Filing Officer(s).

## TERMS & CONDITIONS

- Link to Terms: [https://granicus.com/pdfs/Master\\_Subscription\\_Agreement.pdf](https://granicus.com/pdfs/Master_Subscription_Agreement.pdf)
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Sonoma County Water Agency to provide applicable exemption certificate(s).
- Granicus certifies that it will not sell, retain, use, or disclose any personal information provided by Client for any purpose other than the specific purpose of performing the services outlined within this Agreement.
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
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**AGREEMENT AND ACCEPTANCE**

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Sonoma County Water Agency	
Signature:	
Name:	
Title:	
Date:	

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Agenda Explanation  
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**ITEM NO. 11 SUMMARY OF THREE COUNTY MEETINGS****Action Requested**

None at this time. This is an information item only.

The subgroup developed a survey and distributed it to the Board and Technical Advisory Committee (TAC) members. Responses were received, compiled, and then discussed in three separate meetings with the member agencies in each county. Individual Meeting were held with Napa and Sonoma County on June 10, 2021, and a meeting was held with Marin County on June 21, 2021. Participants were asked about their support or lack thereof for the various issues in the survey.

As noted in the attached PowerPoint presentation, the responses were fairly consistent among the three counties. Responses were somewhat different between water and wastewater agencies. In general, there was strong support for water recycling projects. Drought response and stormwater management also received good support. The subgroup team will discuss the results and solicit additional input from the Board and TAC. Note that the rating results is based on the following ranking criteria:

High priority = 3 points

Medium priority = 2 points

Low priority = 1 point

**Recommendation**

None sat this time. This is an information item only, although participants can add additional comments on the results of the survey.

**Attachment**

PowerPoint presentation, Next Steps for NBWRA.

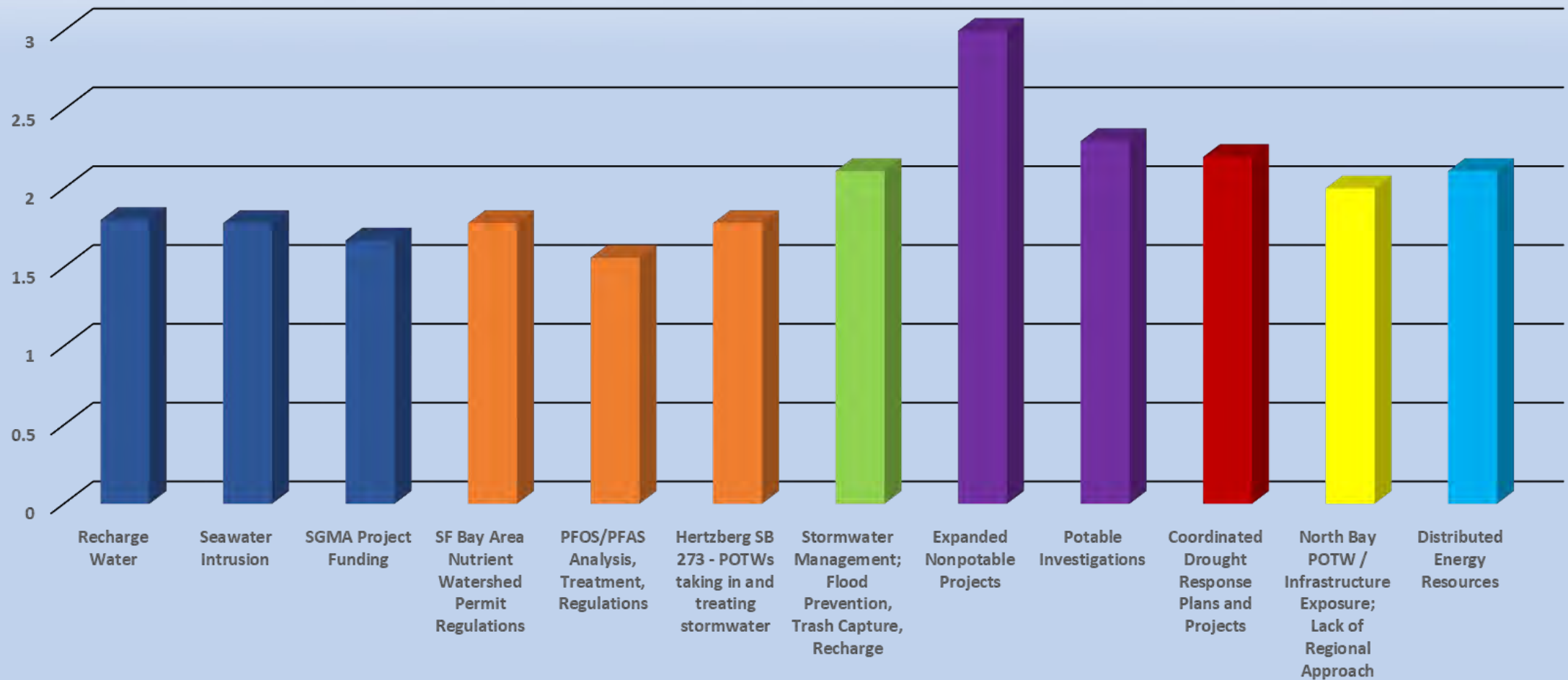
# NBWRA Member Agency Survey and County Meetings

- 💧 Technical team developed a survey to help assess areas of interest
- 💧 Survey included a wide range of water and wastewater topics
- 💧 Held meetings with NBWRA Agencies (1 meeting per county) to review survey results and build understanding of what the NBWRA needs are
- 💧 **Gathered good feedback and we believe there is an opportunity for NBWRA to provide value to the North Bay beyond recycled water**

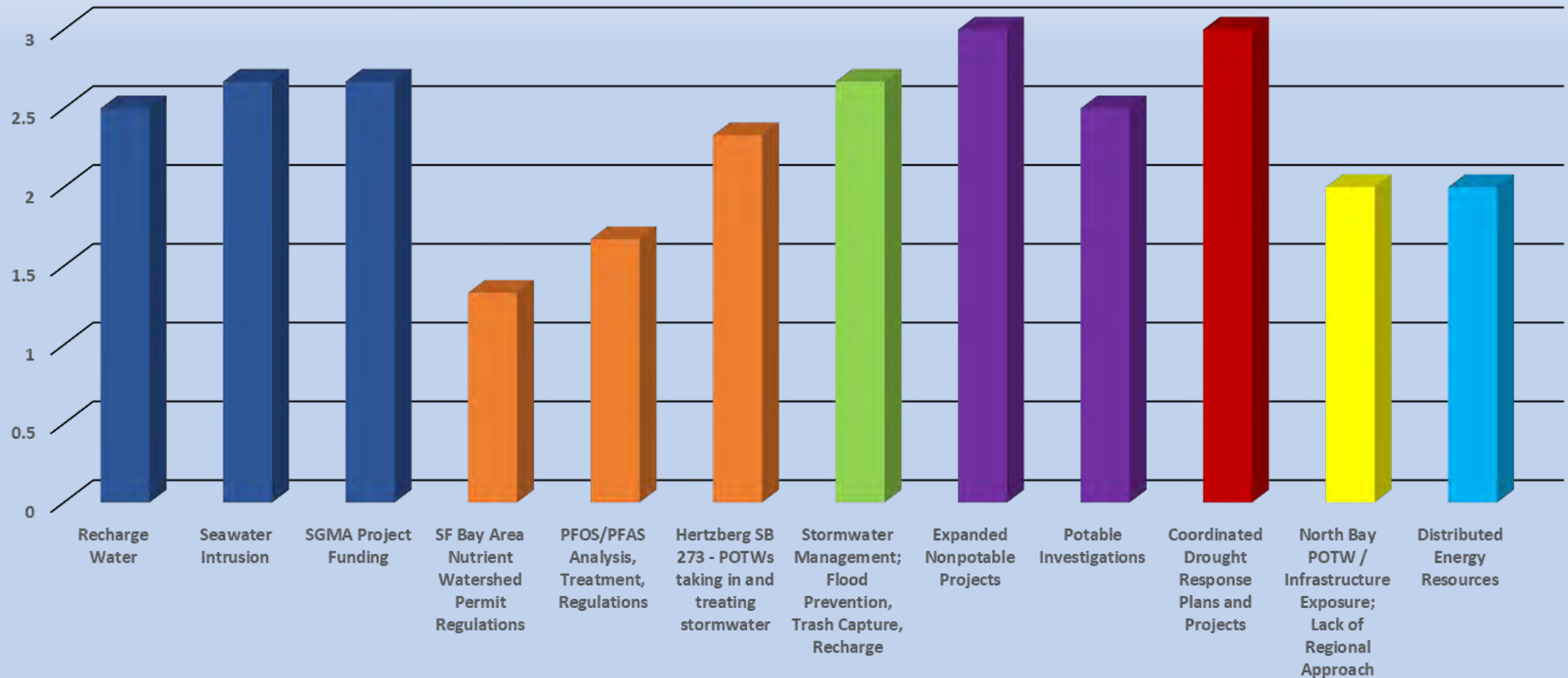




# Survey Results – Overall



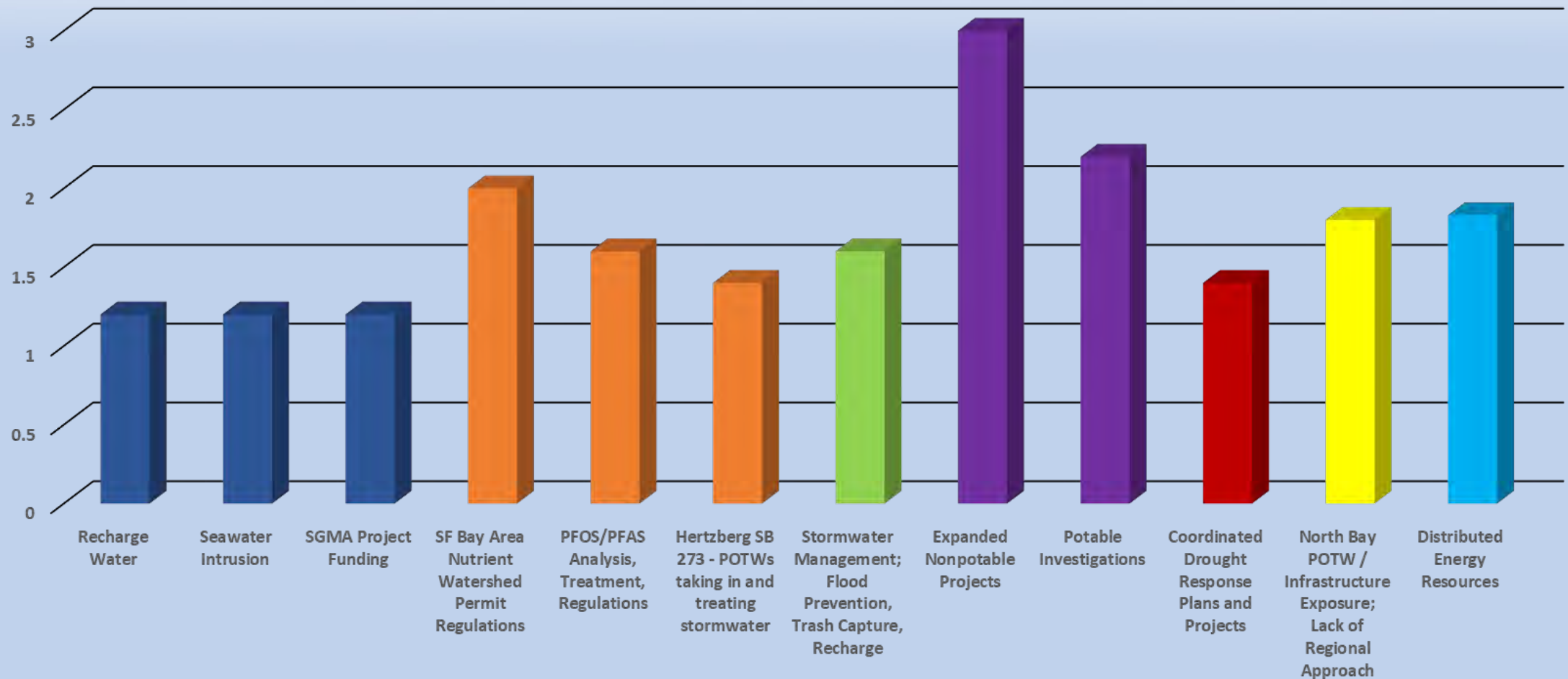
# Survey Results – Water Agencies



\*Agencies include Sonoma Water, NMWD, MMWD, and City of Napa



# Survey Results – Wastewater Agencies



\*Agencies include Novato San, SVCSD, City of Petaluma, and LGVSD



# Responses Indicate a Wide Range of Interests

- 💧 Water, Wastewater, Flood Districts, Counties, and Cities have common and specific interests:
  - Recycled water use
  - Indirect and Direct potable reuse
  - Drought contingency planning
  - Sea level rise/ infrastructure
  - Water quality/ NPDES
  
- 💧 **Resilience can be an organizing principle across all these areas of interest**



## ITEM NO. 12 FUTURE DIRECTION AND NEXT STEPS FOR NBWRA

### Action Requested

It is requested that the Board discuss the possible future direction for NBWRA and provide direction for the technical team.

### Summary

As discussed in Item 11, survey of member agencies identified a consistent, but broad range of interest areas, including recycled water, potable reuse, drought contingency, stormwater/conjunctive use, and sea level rise. In reviewing these interest areas, as well as current and future funding trends and opportunities, one organizing principle that would continue and expand the objectives of the NBWRA is the principle of “**resilience**”.

**Resilience** is often defined as being able to adapt well and bounce back quickly in times of stress. In the fields of **engineering** and **construction**, **resilience** is the ability to absorb or avoid damage without suffering complete failure and is an objective of design, maintenance and restoration for buildings and infrastructure, as well as communities. It is not just to be able to recover from threats and stresses, but rather to be able to perform as needed under a variety of conditions – and to respond appropriately to both disturbances and opportunities.

All of the interest areas identified by the Member Agencies, as well as the Phase 1 and Phase 2 recycled water programs implemented to date, increase and contribute to drought resilience, ecosystem resilience, and infrastructure resilience in the North Bay. As an organizing principle, resilience would allow the NBWRA to continue and broaden its objectives and funding opportunities beyond Reclamation’s Title XIV Recycled Water Program. This pivot towards resilience would allow for additional funding opportunities currently available, such as FEMA and SWRCB funds, and would position the organization for future funding streams under the Biden Administration, including \$50 billion identified for infrastructure resilience.

A draft articulation of this concept is provided in the attached brochure, including identification of how the areas identified by the Member Agencies, and the NBWRA work conducted to date, can align under the organizing principle of resilience. As identified in the brochure, no other sub-regional scale organization with legal and financial mechanisms in place to implement resilience adaptation projects at scale. The NBWRA has the opportunity to be such an agency. It has demonstrated the ability for regional collaboration and efficient use of federal and state funding to provide value to the North Bay, and can continue to so on a broader scale.

### Recommendation

It is recommended that the Board discuss the possible future direction for NBWRA and provide direction for the technical team.

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**Attachment**

1. PowerPoint presentation, Next Steps for NBWRA
2. Brochure, North Bay Water Reuse Authority: Resilience Funding

# Next Steps for NBWRA

NBWRA Board Meeting  
July 2021



## NBWRA - Working Together to Meet Common Goals

- 💧 Primarily recycled water programs delivering high quality water to urban, agricultural and environmental projects:
  - Phase 1 valued at \$104 million, and Phase 2 valued \$76 million
- 💧 NBWRA has a high, respected profile with state and federal agencies that has translated into significant grant funding:
  - From 2002 to 2021, you invested \$12.86M and have received \$38.81M in state and federal grant assistance
  - The return on investment (ROI) has been 202% for an annualized ROI of 6.73%
- 💧 Together you have built a resilient, drought proof source of water, to support the region's economy and quality of life
- 💧 Benefits to the region beyond the dollar value of projects
- 💧 **To maintain these benefits, NBWRA must evolve to meet changing state and federal water management policies and funding criteria**





# North Bay Water Reuse Authority – Resilience Planning Approach

- 💧 North Bay agencies all face common resiliency threats
  - Water supply/ drought, saline intrusion, sea level rise, changing regulations
- 💧 Through recycled water, NBWRA has successfully implemented a program for a more resilient local water supply
- 💧 Beyond recycled water, there is no framework for sub-regional resilience planning and implementation in the North Bay
- 💧 **Expanding the focus of NBWRA to a broader resilience planning approach increases funding source opportunities for the identified areas of interest**



# Existing Funding Streams for All 4 Resiliency Arenas

- 💧 **Recycled Water**
  - Title XVI WIIN Act WaterSMART Grants
  - Necessary Actions: Application, Selection, NEPA
- 💧 **Potable Reuse (IPR and DPR)**
  - Title XVI WIIN Act WaterSMART Grants
  - SWRCB SRF Facilities Planning Grant: 50% Match up to \$75,000
  - SWRCB Storm Water Grant Program
  - SWRCB Water Recycling Funding Program – Planning Grant: \$75 to \$150,000, 50% match
- 💧 **Drought Contingency**
  - Reclamation WaterSMART Drought Response Program
  - Potential Projects: MMWD Richmond Bridge Drought Emergency Pipeline and Sonoma/Marin County DCP
- 💧 **Sea Level Rise**
  - FEMA BRIC Grant Program - \$500 million available
  - Next call for this program is in September 2021, application could be submitted in January 2022
  - Potential Projects: Las Gallinas WWTP SLR, Adaptation Plan Projects



# Biden Infrastructure Plan Includes Resiliency Funding

President Joe Biden has allocated  
**\$50 billion**  
 towards infrastructure resiliency to  
 withstand climate disasters.  
[Click here to read more.](#)

It's time to plan a more resilient future.

**North Bay Water Resilience Agency**



## Transportation infrastructure **\$621 billion**

Highways, bridges and roads \$115B	Public transit \$85B	Passenger and freight rail \$80B
Electric vehicles \$174B		
Airports, water transit and ports \$42B		
Transportation inequities \$45B		
Infrastructure resilience \$50B		
Other \$30B		



# Conceptual NBWRA Roadmap

With the Biden Administration poised to invest in resilience and infrastructure, NBWRA has the structure in place to pivot toward a broader resilience strategy to address drought contingency planning, recycled water, groundwater/conjunctive use and sea level rise to continue to strengthen the resiliency of the region.

With substantial progress made by NBWRA and others, below is a series of next steps to identify, develop, and fund resilience projects for Board consideration.

## Recycled Water

Title 16 Feasibility Study	Done
WIIN Grant Application	Next
State Revolving Fund Loan Applications	Next

## Groundwater / Conjunctive Use

GSA Formation	Done
Stormwater Capture Assessment	Next
Indirect Potable Reuse Assessment	Next

## Drought Contingency

Napa Co. Plan	In Progress
Sonoma Co. Plan	Next
Marin Co. Plan	Next

## Sea Level Rise

Bay/Wave Vulnerability Assessment	Done
Adaptation Plan	Next
FEMA BRIC Planning Grant Application	Next

## North Bay Water Resilience Authority



RESILIENCE



RECYCLED WATER



DROUGHT CONTINGENCY

GROUNDWATER  
CONJUNCTIVE USE

SEA LEVEL RISE



## Next Steps

### Proposed Action:

- 💧 You've identified specific areas of interest. Based on your responses, the technical team suggests the following:
  - Work with Agencies to identify potential projects that fall within the identified areas of interest
  - Once projects have been identified, find potential funding opportunities and develop funding strategy around those projects/concepts to help develop and or implement projects
    - Better describe tasks to consider and potential costs
    - Develop project profiles that would link projects/concepts with funding opportunities
  - Review MOU modifications, other member agencies, or organizational changes





# North Bay Water Reuse Authority: Resilience Funding

## Background

The NBWRA has a high and valued reputation of regional collaboration and efficient use of federal and state funding for project implementation. It has planned, funded and constructed over \$108M in projects over the last 20 years, administering over \$38M in state and federal funds, primarily through Reclamation's Title XIV Program.

The NBWRA consists of an eight-agency MOU for cost sharing, with elected officials, including supervisors from Marin and Sonoma Counties, presiding over fund distribution. The member agencies cover the western and northern half of San Pablo Bay, and include 8 water, wastewater and flood control districts and two cities, all working collaboratively to develop and implement a recycled water program. The program provides a resilient water supply for urban, agricultural and environmental uses on a regional scale.

For every dollar invested by member agencies in supporting the program, member agencies have received almost 4 dollars in return. Over a 20-year period, the return on investment (ROI) is 202%, for an annualized ROI of 6.73%.

NBWRA is looking for ways to provide value to the North Bay beyond recycled water.

**There is currently no sub-regional scale organization with legal and financial mechanisms to implement resilience adaptation projects at scale.**

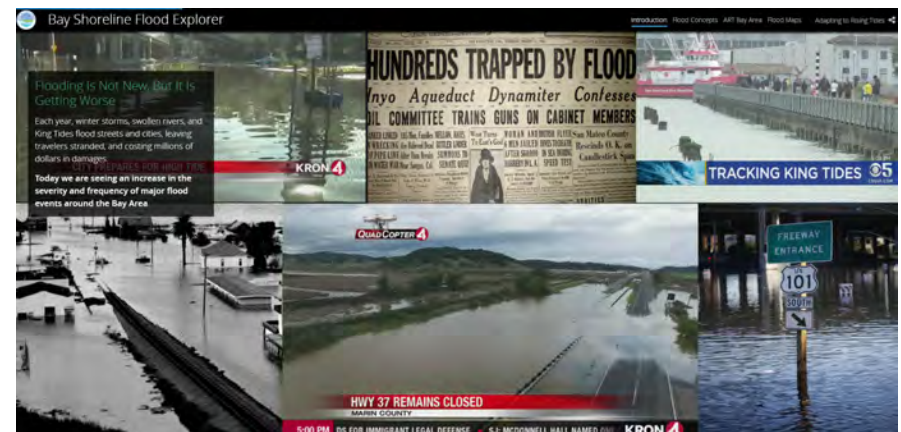
**NBWRA can be that organization.**

## Premise

Infrastructure for member agencies and other agencies is at substantial risk from climate change, drought, groundwater overdraft/saline intrusion, and sea level rise. These issues cannot be addressed by a single agency or entity. There is currently no institutional framework for sub-regional resilience planning and implementation in the North Bay.

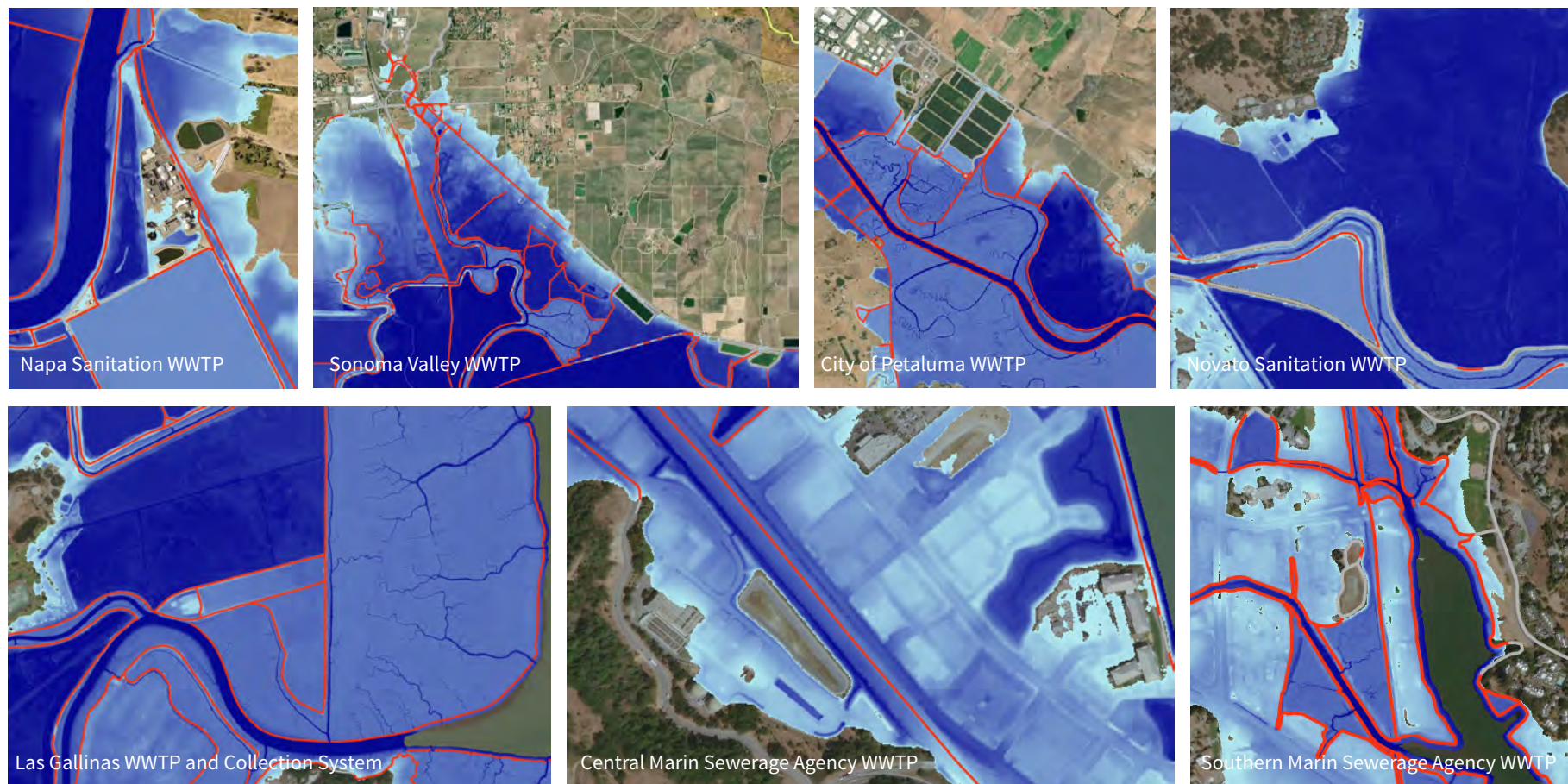
NBWRA aligns with sub-regional planning units that can implement resilience at scale. Two member agencies (Marin Flood Control and Sonoma Water) have broad flood powers. Inclusion of Napa County Flood would cover the NBWRA service area.

Integrating resilience into the NBWRA MOU would provide an expanded institutional framework for resilience planning, funding and implementation efforts at a sub-regional scale, building on the success of NBWRA's recycled water program in providing a resilient water supply for the region.



## NBWRA and North Bay Facilities are at risk.

The graphics on this page are from Bay Shoreline Flood Explorer (<https://explorer.adaptingtorisingtides.org/learn>). They show that flooding in a 100-year event with 3.5 feet in sea level rise would potentially impact a number of wastewater treatment plants in the area.



### Key



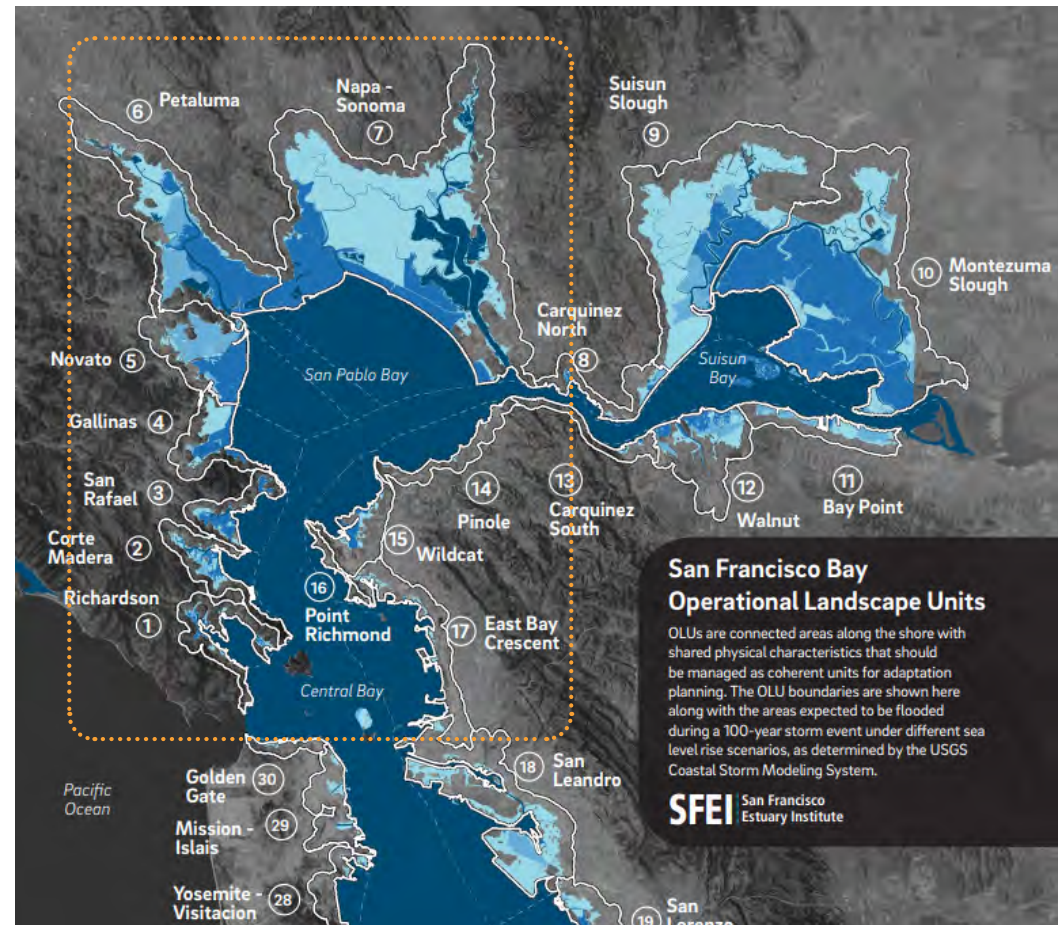


The effects of sea level rise cut across jurisdictional boundaries, and align with NBWRA's Action Area.



The NBWRA Action Area.

Source: North Bay Water Reuse Authority



Operational landscape units 1 through 7.

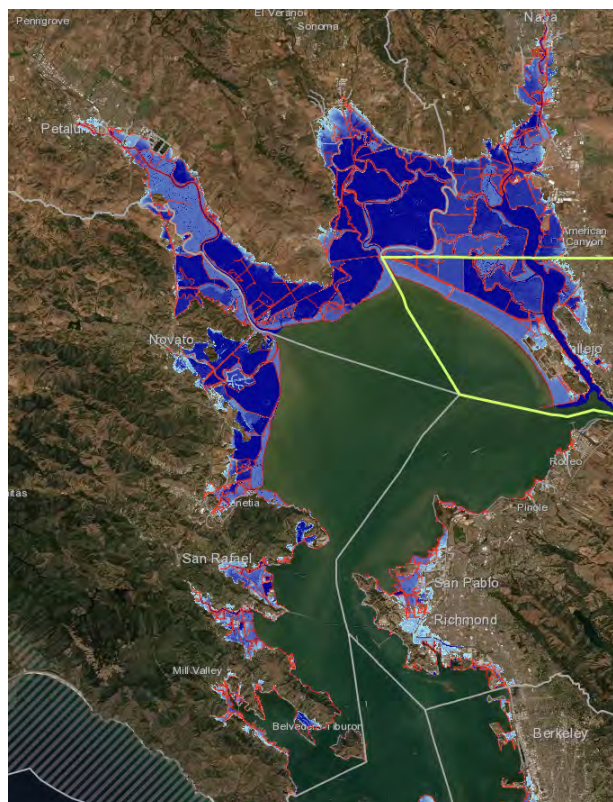
Source: SFEI



## Resilience adaptation efforts face common barriers to project implementation.

These barriers may include: lack of funding at the scale required; lack of institutional framework for agency cooperation, cost sharing and decision making; design and permitting challenges.

The NBWRA has successfully navigated these challenges through regional collaboration to expand the North Bay's water resilience portfolio. NBWRA has the opportunity to apply this effective structure to resilience planning for the dual climate change threats of sea level rise and drought, optimizing each agency's resilience response. No other geography in the Bay Area has this type of institutional mechanism in place to successfully address these issues.



The regions are all connected in the event of rising sea levels.

Source: CHARG (left), Bayline shore explorer (right)

July 2021

Item No. 12

## The Regional Approach

GOVERNANCE



COLLABORATION

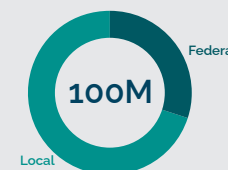


INTEGRATED  
IMPLEMENTATION  
TEAM

Planning - Engineering - Lobbying



PROJECTS  
COMPLETED



MEMBER AGENCY  
RETURN ON INVESTMENT



President Joe Biden has allocated  
**\$50 billion**  
towards infrastructure resiliency to  
withstand climate disasters.

[Click here to read more.](#)

It's time to plan a more resilient future.

North Bay Water Resilience Authority

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## Next Steps: Three Year Roadmap

With the Biden Administration poised to invest in resilience and infrastructure, NBWRA has the structure in place to pivot toward a broader resilience strategy to address drought contingency planning, recycled water, groundwater/conjunctive use and sea level rise to continue to strengthen the resiliency of the region.

With substantial progress made by NBWRA and others, below is a series of next steps to identify, develop, and fund resilience projects for Board consideration.

Recycled Water	
Title 16 Feasibility Study	Done
WIIN Grant Application	Next
State Revolving Fund Loan Applications	Next

Groundwater / Conjunctive Use	
GSA Formation	Done
Stormwater Capture Assessment	Next
Indirect Potable Reuse Assessment	Next

Drought Contingency	
Napa Co. Plan	In Progress
Sonoma Co. Plan	Next
Marin Co. Plan	Next

Sea Level Rise	
BayWave Vulnerability Assessment	Done
Adaptation Plan	Next
FEMA BRIC Planning Grant Application	Next



## Item No. 12 North Bay Water Resilience Authority



RESILIENCE



RECYCLED WATER



DROUGHT CONTINGENCY



GROUNDWATER  
CONJUNCTIVE USE



SEA LEVEL RISE

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**ITEM NO. 13 PHASE 1: STATUS OF RECONCILIATION AND CLOSEOUT ACTIVITIES**

**Action Requested**

None at this time

**Summary**

Due to the continued delays with completing Phase 1, a time extension was requested and granted by USBR. The new (and final) completion date is now September 30, 2021.

Reconciliation and closeout are ongoing as Sonoma Water and Las Gallinas Valley Sanitary District (LGVSD) work to complete the LGVSD Recycled Water Treatment Upgrade project which was the sole remaining Phase 1 project.

LGVSD issued a press release on March 17, 2021 announcing the completion of the Recycled Water Treatment Upgrade project. Sonoma Water and LGVSD are working on financial and progress reports for the period ending March 31, 2021. Once these reports are complete, we will shift into the final phase of administrative reconciliation working towards full closeout of the Phase 1 grant agreement.

The closeout will include the final reconciliation and cost reallocation as well as submittal of the project closeout report to USBR.

**Recommendation**

None at this time.

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## **ITEM NO. 14 STATUS OF PHASE 2**

### **Action Requested**

None at this time

### **Summary**

At the October 26, 2020 meeting, the Board took the following actions: 1) Resolve cost sharing issues to include Marin County's project; 2) Complete an Addendum to the Feasibility Study for additional Phase 2 projects, including options for SVCSD in case the 8<sup>th</sup> Avenue project is deemed not eligible; and 3) Submit a WIIN application for the appropriate Phase 2 projects. Sonoma Water has revised the description and layout for its effluent line along 7<sup>th</sup> and 8<sup>th</sup> Streets in Sonoma as described at the February 22, 2021 meeting. The Consultant team continues to work on updating the feasibility study to add the new City of Petaluma and Sonoma Water projects to the existing Phase 2 Program.

The consultant team submitted the updated Phase 2 Feasibility Study to Reclamation for their review on May 10, 2021. The updated document integrated the new SVCSD and Petaluma projects into the existing Phase 2 Program. The new projects were integrated as follows:

- For SVCSD, the 8th Street East Pipeline was combined with the existing Napa Road Pipeline Project to create the new 8th Street East and Napa Road Pipeline Project.
- For the City of Petaluma, both the Maria Pipeline and Adobe Road Pipeline projects were integrated into the existing Agricultural Recycled Water Expansion Project.

In late June, the consultant team had a conversation with Reclamation (talked to Mike Dietl, the current California Great Basin Title XVI Regional Coordinator) about the updated Feasibility Study and we were informed that the updates to the study had been approved and that a formal approval letter is currently being circulated through Denver. We should be receiving the letter in the next couple of weeks. The updated feasibility study should allow the group to include the new projects in any future Title XVI grant application.

### **Recommendation**

None at this time. This is an information item only.

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**ITEM NO. 15 ITEMS FOR THE NEXT AGENDA**

**Action Requested**

None at this time.

**Summary**

Items for the next Agenda include regular reports, Phase 1 and Phase 2 Status Reports, Water Bond Status, continue the discussion of possible future projects and direction for NBWRA, and budget considerations.

**Recommendation**

None at this time.