

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

Thursday, March 3, 2022

Agenda

2:00 PM

Zoom Meeting: <https://us02web.zoom.us/j/87698404530>

	1.		Call to Order and Self Introductions
	2.	Action	Approval of Agenda
	3.		Public Comments
	4.	Action	TAC Meeting Minutes of February 2, 2022
	5.	Information	Meeting Between NBWRA and NBWA to Avoid Duplicative Efforts - Status Report
	6.	Discussion	Status of Phase 2 Funding Application
	7.	Action	FY2021/22 Budget Modification to Provide Funding for Consultants through June 30, 2022
	8.	Discussion	Continue Planning for Projects in the Resilience Arenas for FY2022/23 and Potential Budget
	9.	Information	Next Meeting, April 7, 2022
	10.		Adjournment

**North Bay Water Reuse Authority
Technical Advisory Committee
Zoom Meeting Minutes
February 2, 2022**

Draft

Approved _____

1. Call to Order and Self Introductions

Chair Healy called the Technical Advisory Committee (TAC) meeting to order at 1:03 p.m. on Wednesday, February 2, 2022. The meeting was a Zoom meeting only and attendees participated via the following link: <https://us02web.zoom.us/j/83918415597>.

Committee Members Present

Tim Healy, Chair	Napa Sanitation District
Pam Jeane, Vice Chair	Sonoma Valley County Sanitation District
Erik Brown	Novato Sanitary District
Grant Davis	Sonoma Water
Jason Farnsworth	City of Petaluma
Steve Lederer	Napa County
Drew McIntyre	North Marin Water District
Paul Sellier	Marin Municipal Water District

Others Present

Member Agencies

Kevin Booker	Sonoma Water
Akin Fayehun	City of Petaluma
Richard Thomasser	Napa County
Brad Sherwood	Sonoma Water
Jake Spaulding	Sonoma Water
Tony Williams	North Marin Water District

Consultant Team

Chuck Weir, Program Manager	Weir Technical Services
Rene Guillen	Brown & Caldwell
Mark Millan	Data Instincts
Jim O'Toole	ESA
Mike Savage	Brown and Caldwell
Dawn Taffler	Kennedy Jenks

2. Approval of the Agenda

The Agenda was approved with no changes.

3. Public Comments

There were no public comments.

4. TAC Meeting Minutes of January 11, 2022

On a motion by Drew McIntyre, seconded by Paul Sellier, the January 11, 2022 minutes were unanimously approved.

5. Meeting Between NBWRA and NBWA to Avoid Duplicative Efforts

The Program Manager displayed a summary of his meeting with Andy Rogers, Executive Director NBWA. The meeting was very productive and a plan was developed to prepare graphics that highlight the opportunities for the two organizations to cooperate with each other. A meeting with the Chairs of each organization along with the NBWRA TAC Chair and Vice Chair is being planned for late February 2022. The Program Manager also displayed a 1-page summary of NBWRA that highlights NBWRA's History, Purpose, Objectives, Membership, Governance, Projects, Potential New Resilience Arenas, and Strengths. Much of the information comes from the Memorandum of Understanding. Chair Healy suggested adding information about state and federal funding that has been received as well as the fact that other projects have been able to piggyback on NBWRA's efforts making the Phase 1 projects greater than the \$100 million that was partially funded by Title XVI. The Program Manager stated that he would make those changes and share both documents with the TAC and that they should feel free to share with their Boards. This was an information item requiring no action by the TAC.

6. TAC Recommendations on Resilience Arenas

Having discussed Recycled Water and Potable Reuse at the January 11, 2022 meeting, the TAC discussed the Coordinated Drought Response and Sea Level Rise Adaptation resilience arenas.

Coordinate Drought Response

Rene Guillen discussed the pages in the packet relative to this topic. He noted that a typical Drought Contingency Plan (DCP) study would cost \$400,000, with 50% funding from USBR. If eight agencies participated the cost would be \$12,500 per year for two years that it would take to complete the study. Drew McIntyre noted that NBWRA was awarded funding a few years ago for a Sonoma and Marin study but since there was another study underway, the funds were transferred to Napa County with City of Napa as the lead agency. Following discussion, Rene Guillen indicated that he would work with Napa County participants to include a report for the Board at the February 28, 2022 meeting. Paul Sellier felt that it may be a little early for this. TAC members generally agreed that applying for funding would be a good idea, but it would be best to wait for the results of the Sonoma/Marin study to be completed to determine where additional study is needed. Rene Guillen indicated that agencies should be preparing to submit an application as soon as they could. Drew McIntyre suggested and the TAC agreed to include this topic as a regular agenda item in future TAC and Board agendas.

Sea Level Rise Adaptation

Jim O'Toole shared his screen to discuss this topic. FEMA has a Building Infrastructure and Communities (BRIC) grant program that will provide some funding for studies and significant funding for actual projects. Two potential studies exist: 1) regional plan for the North Bay and 2) local plan for Marin county agencies. Each study application would cost approximately \$50,000 with agency shares depending on the number of participating agencies. Tim Healy stated that Napa San is doing their own climate change adaptation study that would likely lead to project recommendations. He hoped that NBWRA and BRIs would be able to obtain future funding.

This was an information item requiring no action by the TAC.

7. TAC Reports to the Board on Item No. 6, Resilience Arenas

Following discussion the TAC agreed that TAC agenda packets and minutes should be included as a report to the Board at the next meeting. The consultant team will prepare a narrative report on the TAC meetings, discussion, and recommendations for the Chair and Vice Chair to review for the Board meeting packet. The TAC was also encouraged to share this information with their individual Boards on a formal or informal basis depending on timing of their individual meetings.

8. Other Possible Resilience Arenas and Finding Opportunities

Recently the WaterReuse Association discussed funding opportunities, including:

- Water Recycling Funding Program (WRFP)
- Clean Water State Revolving Fund (CWSRF)
- Drinking Water State Revolving Fund (DWSRF)

The PowerPoint presentation used by WaterReuse was included in the packet. Mark Millan highlighted the key elements of potential funding opportunities. It was noted that member agencies will likely receive ongoing information on this from such organizations as CASA, ACWA, League of Cities, WaterReuse, and CSAC. The possibility of engaging the services of a funding expert is something NBWRA may want to consider in the future. Mark Millan also noted that the national WaterReuse organization is holding a conference in San Antonio, TX in March 2022. A main topic for the conference will be the various funding opportunities that are available for recycled water, particularly potable reuse. This was an information item requiring no action by the TAC.

9. Phase 2 Updates to Project Descriptions and Application for Title XVI Funding Opportunity

Following the January 11, 2022 meeting Rene Guillen sent an email to TAC members requesting updates to their project descriptions for a possible funding opportunity. Comments were received from Novato San, Petaluma, and Sonoma Water. A few days later USBR released information on Title XVI funding and Rene Guillen notified TAC members of this and requested commitment for an application. Petaluma and American Canyon responded affirmatively. The application is due March 15, 2022 and all information will need to be submitted by March 11. Submitting an application must be approved by the NBWRA Board.

A motion by Jason Farnsworth, seconded by Grant Davis to recommend to the Board that they authorize submitting an application to USBR on behalf of Phase 2 participating agencies was unanimously approved by a roll call vote.

10. Next Meeting

Following discussion the TAC agreed to schedule a monthly meeting on the 1st Thursday of the month from 2:00 – 3:00 p.m. through 2022. If there is no business for the TAC in any given month, the meeting can be cancelled.

11. Adjournment

Mark Millan noted that Chris DeGabriele has been appointed acting General Manager for Las Gallinas Valley Sanitary District while the district conducts a search for a new General Manager.

There being no further business Chair Healy adjourned the meeting at 2:19 p.m.

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Agenda Explanation
North Bay Water Reuse Authority
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ITEM NO. 5 Meeting Between NBWRA and NBWA to Avoid Duplicative Efforts - Status Report

Action Requested

None at this time.

Summary

Both 1-page summary documents for NBWRA and NBWA have now been prepared, copies attached. The next step will be to prepare some graphics showing opportunities for collaboration between the two organizations. Suggestions from TAC members are welcome.

Recommendation

None at this time.

North Bay Water Reuse Authority
History, Purpose, Objectives, Membership, Governance, Projects, Potential New Resilience
Arenas, Strengths

History. NBWRA operates under a Memorandum of Understanding (MOU) first established in 2008 and amended four times. Current MOU was approved in November 2017.

Purpose. The purpose of NBWRA is to provide recycled water for agricultural, urban, and environmental uses thereby reducing reliance on local and imported surface water and groundwater supplies and reducing the amount of treated effluent released to San Pablo Bay and its tributaries.

Objectives. NBWRA projects will promote the expanded beneficial use of recycled water in the North Bay Region to:

- (a) Offset urban and agricultural demands on surface water and groundwater supplies;
- (b) Enhance local and regional ecosystems;
- (c) Improve local and regional water supply reliability;
- (d) Maintain and protect public health and safety;
- (e) Promote sustainable practices;
- (f) Give top priority to local needs for recycled water, and
- (g) Implement recycled water facilities in an economically viable manner.

Membership. Current membership includes agencies in Napa, Sonoma, and Marin counties interested in water issues: Napa and Marin Counties, Sonoma Water, Las Gallinas Valley SD, Novato SD, Marin Municipal WD, North Marin WD, Cities of Petaluma and American Canyon, Sonoma Valley CSD, and Napa SD.

Governance. One elected official from each of the member agencies serves on the Board of Directors, which is responsible for approving budgets and contracts. NBWRA complies with the Brown Act. Sonoma Water serves as the administrative agency. A Technical Advisory Committee (TAC) provides technical input and recommendations to the individual agencies and the NBWRA Board for projects, budgets, cost sharing, and MOU modifications.

Projects. Phase 1 has been completed and included \$100 million (\$25 M in federal funds, \$7 million from ARRA and \$18 M from Title XVI) in recycled water projects. Other projects were leveraged through the completed EIR/EIS making the total value greater than \$100 million. Funding for a drought contingency plan was transferred to City of Napa for a study in that county. Phase 2 is underway and includes approximately \$80 million (Prop 1 Funding a portion) in recycled water and water related projects. Costs are shared on the basis of benefit to the members. There are different agencies participating in Phase 1 and Phase 2.

Potential New Resilience Arenas include: Continuing Recycled Water, Potable Reuse, Coordinated Drought Response Planning, and Sea Level Rise Adaptation. Considering a potable reuse pilot project. Adding new arenas will result in modifications to the MOU for purpose, objectives, membership, and cost sharing.

Strengths. Feasibility Studies, EIR/EIS studies, financial capability analyses, public outreach, administration and management of programs and projects, obtaining state and federal funding through Prop 1 and Title XVI, leveraging studies to obtain funding and complete projects not originally included in NBWRA programs. Currently looking at additional funding opportunities.



NORTH BAY WATERSHED ASSOCIATION 2022 FACT SHEET

Bel Marin Keys Community Services District
 Central Marin Sanitation Agency
 County of Marin
 County of Napa
 County of Sonoma
 Las Gallinas Valley Sanitary District
 Marin County Stormwater Pollution Prevention Program
 Marin Municipal Water District
 Napa Sanitation District
 Napa County Flood Control District
 North Marin Water District
 City of Novato
 Novato Sanitary District
 City of Petaluma
 Ross Valley Sanitary District
 City of San Rafael
 City of Sonoma
 Solano County Water Agency
 Sonoma Valley County Sanitation Agency
 Sonoma County Water Agency

Associate Members:

The Bay Institute
 Group Members:
 City of Mill Valley
 Sewerage Agency of Southern Marin

The **mission** of the North Bay Watershed Association (NBWA) is to facilitate partnerships across political boundaries that promote stewardship of the North San Pablo Bay watershed resources.

The NBWA **represents** more than 25 diverse entities concerned with managing water, watersheds, and shorelines surrounding the northern part of San Francisco Bay.

The North Bay's watersheds encompass eastern Marin County, southern Sonoma County, Napa County, and portions of Solano County. The North Bay is a relatively rural part of the San Francisco Bay Area, with expansive open spaces.

North Bay Watersheds

- More than 1.3 million people live in the four North Bay counties
 - Approximately half live in NBWA watersheds ~660,000
- More than 2,000 miles of streams flow through NB watersheds
 - Small, urbanized creeks in Marin and Solano Counties
 - Petaluma River, Sonoma Creek, Napa River and Suisun Bay drainage
- North Bay relies on local water supply
 - more than any other sub-region of the Bay Area
 - municipal providers supply water for >90% of the NBWA residents
 - >75% of potable water supplied is imported from outside watersheds
 - Other sources include surface water, groundwater, and recycled water

Structure

- **Governance:**
 - Board of Directors
 - Member agency elected officials or delegates
- **Committees:**
 - Member Agency Staff
 - Joint Technical Working Group
 - Conference Committee
- **Fiscal Agent:** Marin Municipal Water District
- **Budget:** 100% from member agencies
- **Admin / Management:**
 - Memorandum of Understanding
 - Executive Director & Support Staff
- **Work Plan:** Annual Scope of Work

Goals



CONNECTING: Bring together local agencies to work cooperatively and effectively on issues of common interest.



REGULATIONS: Be proactive on addressing watershed-based regulations, which increasingly affects areas beyond traditional political boundaries.



FUNDING: Work cooperatively to increase eligibility for watershed-based funding.



SHARING RESOURCES: Maximize effective use of resources and leverage expertise in region.



EDUCATE: Educate communities about watershed health and stewardship and ways to participate.



INFLUENCE: Enhance the NBWA's influence on local, state, and federal policies and programs.

Benefits to the North Bay

NBWA members and local stakeholders have helped local, state and federal partners protect nearly 50,000 acres of wetlands on the North Bay shore and restore or enhance 30,000 more.

- ✓ Better water quality
- ✓ More reliable water supply
- ✓ Better educated citizens
- ✓ Improved habitat in streams and watersheds
- ✓ Connected and aligned water resource agencies

Addressing Challenges – Other Pressures

- ✓ Climactic changes
- ✓ Societal changes
- ✓ Costs of living
- ✓ Increased costs of operating, maintaining, and adapting infrastructure
- ✓ Unfunded regulatory requirements
- ✓ Natural resource limitations
- ✓ Technologic changes

Opportunities

- ✓ We live and work in watersheds *topping* an incredible estuary
- ✓ We have agencies with remarkable responsibilities, expertise, and experience
- ✓ We have frameworks for regional collaborations, such as NBWA
- ✓ We need each other to be successful
- ✓ We *have* to be successful

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Agenda Explanation
North Bay Water Reuse Authority
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ITEM NO. 6 STATUS OF PHASE 2 FUNDING APPLICATION.

Action Requested

None at this time.

Summary

The application is due March 15, 2022. City of American Canyon and City of Petaluma are included in the application. NBWRA Chair Rabbitt has prepared letter of support to be included in the packet. Rene Guillen will provide a verbal update at the meeting.

Recommendation

None at this time.

ITEM NO. 7 FY2021/22 BUDGET MODIFICATION TO PROVIDE FUNDING FOR CONSULTANTS THROUGH JUNE 30, 2022

Action Requested

It is recommended that the TAC review the provided information and recommend a FY2021/22 Budget Modification to fund the consultants through June 30, 2022.

Summary

Weir Technical Services. Total budget of \$10,000 to provide program management services through an agreement that terminates June 30, 2023. The current agreement became effective on August 8, 2018 for a total of \$57,426. The agreement was amended on July 15, 2021 for an additional \$10,000, for a total of \$67,426. As of February 28, 2022 there is less than \$2,100 remaining. At the current burn rate, a minimum of \$10,000 will be required to carry through to June 30, 2022.

Brown & Caldwell. Total Budget: \$39,700 for continued support through the end of June 2022. This would include effort related to prepping, attending, and participating in TAC and NBWRA Board Meetings as well as some Project Management time.

Total need is \$49,700 for the consultant team through June 30, 2022. All of these charges would be allocated to Joint Use as the services apply to all Phase 1 and Phase 2 agencies. Currently there are surplus balances in the following programs:

Discretionary	\$66,639.50
Accumulated Interest	\$26,694.99 (after deducting the \$35,000 for Sonoma Water)
<u>Available Total</u>	<u>\$93,334.49</u>
Proposed Budget Amendment	\$49,700.00
Amount Remaining	\$43,634.49

Sonoma Water can determine how much of the total \$49,700 to transfer from Discretionary and Interest. By using available funds, there would be no separate charge for the member agencies.

Recommendation

It is recommended that the FY2021/22 Budget be amended by a total of \$49,700, which includes \$10,000 for Weir Technical Services, and \$39,700 for Brown & Caldwell. Funds can be taken from a combination of Discretionary and Accumulated interest.

ITEM NO. 8 CONTINUE PLANNING FOR PROJECTS IN THE RESILIENCE ARENAS FOR FY2022/23 AND POTENTIAL BUDGET

Action Requested

Continue the discussion of potential resilience arena projects and budgets for FY2022/23.

Summary

The TAC has agreed to continue discussion opportunities in the four resilience arenas: recycled water, potable reuse, coordinated drought response planning, and sea level rise adaptation.

Resiliency Arena 1 – Recycled Water

The funding application for Phase 2 agencies is related to recycled water. However, there are still tasks that need to be completed that are independent of the funding application. These tasks and costs include the following:

- \$85K to update the EIR/EIS to align with the updated FS (Task 3)
- \$10K to update the FCD Report to align with the updated FS (Task 4)
- \$70K to support the development of two additional grant applications (Task 5)
- \$40K for continued PM support and support as it pertains to any additional changes needed to the FS (Task 7)

Total: \$205K

Costs by Agency (note that this assumes the same cost allocation model we have been using for Phase 2):

Total Budget	LGVSD	Napa SD	Novato SD	SVCSD	SCWA	NMWD	Napa County	Petaluma	MMWD	American Canyon
\$205,000	\$4,000	\$20,417	\$21,788	\$18,545	\$23,464	\$4,000	\$4,000	\$55,808	\$23,837	\$29,140

Resilience Arena 2 – Potable Reuse

The TAC has continued to review opportunities for potable reuse but does not appear ready to commit to a comprehensive North Bay study at this time. An alternative might be to start with a white paper approach, to list all studies in the north bay region that have addressed or will be addressing potable reuse. It could be called “NBWRA White Paper on Potable Reuse Potential” summarizing:

- Existing potable reuse (none)
- Planned Potable Reuse Projects (feasibility level studies and beyond)
- Potable Reuse Projects being implemented (none at this time)
- Identified Potable Reuse Opportunities (based on prior) studies)
- Potable Reuse Opportunities Under Study (current studies)
- Total Potable Reuse Potential (based on existing, planned and projects under study)

For budget purposes, the likely cost of this study would be **\$100,000 - \$150,000**. The individual agency cost would depend on the number of agencies that participated. If ten agencies

participated, the cost per agency would be \$10,000 - \$15,000. Costs would be proportionately greater if fewer agencies participated. The TAC should review this as a possible starting point for FY2022/23 projects and related budgets. If this appeals to the TAC the consultant team could be directed to prepare a more detailed scope and cost for review at the April 7, 2022 meeting. It would be helpful to know which agencies are interested in the white paper approach for cost sharing purposes.

Resiliency Arena 3 – Drought Contingency Planning

Brown & Caldwell (B&C) has reviewed portions of Sonoma Water’s Resiliency Study and has had a conversation with Reclamation. B&C has concluded that the agencies do not need another DCP. A smaller study to help them assess what other items they should consider adding to the study so that it addresses all of the items Reclamation looks for in DCPs. By going through this exercise the agencies will be able to use their current study as their DCP to pursue drought resiliency grants. A starting point for budgeting purposes is **\$50,000**. That would work out to \$5,000 per agency if ten agencies participated, and proportionately higher with fewer agencies.

Resiliency Arena 4 – Sea Level Rise Adaptation

The TAC can consider submitting a Building Resilient Infrastructure and Communities (BRIC) Planning Application for either North Bay Adaptation Plan or project specific LGVSD/Marin County Adaptation Plan. Application Grant costs are estimated at \$50,000. Additional funding opportunities (Flood Mitigation Assistance, Pre-Disaster Mitigation, Proposition 1 Climate Read Grants) would be reviewed and identified through the process. Similar to other projects, that would work out to \$5,000 per agency if ten agencies participated, and proportionately higher with fewer agencies.

As a point of comparison, the total cost for all these projects is less than \$500,000, which is less than previous budgets that began Phases 1 and 2.

Recommendation

The TAC should consider directing the consultant team to develop more detailed scopes and costs for the projects described above. They include the following:

Recycled water – completing EIR/EIS and related tasks	\$205,000
Potable Reuse White Paper Development	\$100,000 - \$150,000
DCP follow up study	\$50,000
Sea Level Rise Adaptation	\$50,000
<hr/> Total Cost for all proposed projects	<hr/> \$405,000 - \$455,000

For the April 7, 2022 TAC, meeting agencies should be prepared to indicate if they will be participating in each of the proposed projects. This will facilitate budget planning and cost sharing.