



NORTH BAY WATER REUSE PROGRAM
Water Supply Reliability through Regional Reuse

BOARD OF DIRECTORS MEETING

AGENDA

Monday, April 15, 2013
9:30 A.M.

Novato City Hall Council Chambers
901 Sherman Avenue, Novato, CA 94945

- 1. Call to Order (1 minute)**
- 2. Roll Call (2 minutes)**
- 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. 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 March 25, 2013 (2 minutes)**
 (The Board will consider approving the minutes from the January 28, 2013 Workshop and Board meeting.)
- 6. Workshop #2 – North Bay Water Reuse Program Phase 2 Scoping Study (2 hours)**
 - Program objectives for formulation & screening alternatives
 - Conceptual storage sites & needs
- 7. Report from the Program Manager (2 minutes)**
7.a Consultant Progress Reports
 (The Board will review the Report from the Program Manager and Consultant Progress Reports.)

Action
 Pages 3 - 5

Pages 6 – 21

Information
 Pages 22 - 28

- Information** **8. Financial Report for the Period Ending March 31, 2013 (3 minutes)**
Pages 29 - 35 (The Board will review the financial report for the period ending March 31, 2012.)
- Information** **9. Third Revised Memorandum of Understanding Approval Process - Status**
Page 36 **Report (2 minutes)**
 (The Board will be updated on the status of the Third Amended Memorandum of Understanding approval by the member agencies.)
- Information** **10. Request for Statements of Qualifications / Request for Proposals Process -**
Pages 37 - 38 **Status Report (2 minutes)**
 (The Board will be updated on the status of the Request for Qualifications / Request for Proposals process.)
- Information** **11. Program Development – Federal Advocacy Update (5 minutes)**
 (The Board will be updated on the status of Program Development – Federal Advocacy.)
- Information** **12. State Advocacy Update (5 minutes)**
Pages 39 - 40 (The Board will be updated on the status of State Advocacy and legislation.)
- Information** **13. Outreach Program Update (3 minutes)**
 (The Board will be updated on the Outreach Program.)
- 14. Adjournment (1 minute)**

<p>Next Board Meeting Monday, May 20, 2013, 9:30 A. M.</p>

(In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a Board meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the Program Manager at (510) 410-5923. Notification of at least 48 hours prior to the meeting or time when services are needed will assist in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service. A copy of all the documents constituting the agenda packet is available for public inspection prior to the meeting at 500 Davidson Street, Novato, CA 94945. Any person may request that a copy of the agenda or the agenda packet be mailed to them for a fee of \$.10 per page plus actual mailing costs. If you wish to request such a mailing, please contact Chuck Weir, Weir Technical Services, 3026 Ferndale Court, Pleasanton, CA 94588, 510-410-5923, chuckweir@sbcglobal.net. The agenda and the agenda packet for each meeting are also available on-line at www.nbwra.com and will be available at the meeting.)

**North Bay Water Reuse Authority
Board of Directors Meeting
Minutes
March 25, 2013**

1. Call to Order

Chair Rabbitt called the meeting to order at 9:36 a.m. on Monday, March 25, 2013 at the Novato City Hall Council Chambers, 901 Sherman Street, Novato, CA 94945.

2. Roll Call**PRESENT:**

David Rabbitt, Chair, Sonoma County Water Agency
Bill Long, Vice-Chair, Novato Sanitary District
Keith Caldwell, Chair, Napa County
Megan Clark, Las Gallinas Valley Sanitary District
Susan Gorin, Sonoma Valley County Sanitation District
John Schoonover, North Marin Water District
Jill Techel, Napa Sanitation District
Jack Gibson, Marin Municipal Water District
Dan St. John, City of Petaluma

ABSENT: None

OTHERS

PRESENT: Chuck Weir, Program Manager	Weir Technical Services
Marc Bautista	Sonoma County Water Agency
Kevin Booker	Sonoma County Water Agency
Ginger Bryant	Bryant & Associates
Chris DeGabriele	North Marin Water District
Jim Graydon	Brown & Caldwell
David Iribarne	City of Petaluma
Pam Jeane	Sonoma County Water Agency
Sandeep Karkal	Novato Sanitary District
Andria Loutsch	CDM Smith
Susan McGuire	Las Gallinas Valley Sanitary District
Mark Millan	Data Instincts
Phillip Miller	Napa County
Pilar Oñate-Quintana	The Oñate Group
Jerry Peters	Novato Sanitary District
Michael Savage	Brown & Caldwell
Paul Sellier	Marin Municipal Water District
Jeff Tucker	Napa Sanitation District

3. Public Comment

No members of the public addressed the Board

4. Introductions

Introductions were waived.

5. Board Meeting Minutes of January 28, 2013

A motion by Director Schoonover, seconded by Director Techel to approve the January 28, 2013 minutes as presented was unanimously approved.

6. Report from the Program Manager

6.a Consultant Progress Reports

The Board reviewed the consultant progress reports for February 2013.

7. Financial Report for the Period Ending February 28, 2013

The Board reviewed the summary of consultant costs through the period ending February 28, 2013 and noted that all costs were on track. Kevin Booker provided a March 18, 2013 Monthly Project Cost Summary, which was distributed at the meeting. The Board was asked to review after the meeting and let the Program Manager know if there were any questions.

8. FY2013/14 Budget, Cost Allocations, and Scopes of Work

The Board reviewed the proposed FY2013/14 Budget, Cost Allocations, and Scopes of Work. A motion by Director Long, seconded by Director Techel to approve the FY2013/14 Budget, Cost allocations, and Scopes of Work was unanimously approved.

9. Third Revised Memorandum of Understanding

The Third Revised Memorandum of Understanding (MOU) has been reviewed by the member agency attorneys and is ready for Board approval. Once approved by the Board eighteen original copies of the MOU will go to each of the agencies for signature and each agency will receive two original copies for their files. The MOU becomes official when six agencies have approved it. A motion by Director Schoonover, seconded by Director Gorin to approve the Third Revised Memorandum of Understanding was unanimously approved.

10 Request for Qualifications / Requests for Proposals Process for Two Master Agreements: Engineering, Environmental, and Outreach; and Legislative Development Services

The Program Manager described the Request for Qualifications / Request for Proposals process and schedule that has been recommended by the Technical Advisory Committee. A motion by Director Long, seconded by Director Schoonover to approve the Request for Qualifications / Request for Proposals Process for Two Master Agreements: Engineering, Environmental and Outreach; and Legislative Development Services was unanimously approved.

11. Phase 1 Projects Report

The Board noted that all projects are proceeding on schedule.

12. 2013 Overview – Program Development, Federal, and State Advocacy

Mike Savage, Ginger Bryant, and Pilar Oñate-Quintana gave a presentation to the Board detailing how program development and legislative activities support the overall program.

13. Program Development – Federal Advocacy Update

Ginger Bryant provided an update for the Board. She noted that three options for funding the Phase 2 Feasibility Study are being pursued.

14. State Advocacy Update

Pilar Oñate-Quintana gave an update on bills of interest to NBWRA, including AB803 and AB1200. She also gave an update on the recent “Sacramento Day.” A motion by Director Long, Seconded by Director Schoonover to authorize the Technical Advisory Committee to approve support positions, including letters signed by the Chair, on legislation beneficial to NBWRA was unanimously approved. The first two bills considered for support will be AB803 and AB1200. The Board requested that copies of all letters of support go to the Board and the member agencies. The Board further requested regular updates, including lists of entities supporting or opposing the bills.

15. EIR/EIS Issues Update

The Board was updated on the status of Napa County’s Imola Pump Station project..

16. Outreach Program Update

Mark Millan updated the Board on outreach efforts.


17. Adjournment

Chair Rabbitt adjourned the meeting at 10:37 a.m.

Minutes approved by the Board on _____, 2013.



Charles V. Weir
Program Manager

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NBWRP Phase 2 Scoping Study Workshop #2

April 15, 2013



NORTH BAY WATER REUSE PROGRAM
Water Supply Reliability through Regional Reuse

Activity	2013												2014		
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M
Workshops	1			2	3		4				5	6		7	
	<ul style="list-style-type: none"> Present work plan Define objectives & criteria 	<ul style="list-style-type: none"> Review objectives & criteria for approval Discuss potential multi-purpose storage concepts 			<ul style="list-style-type: none"> Present projects & storage requirements Discuss the path forward to selection 		<ul style="list-style-type: none"> Present list of potential projects Project conceptual layouts Discuss upcoming screening process 			<ul style="list-style-type: none"> Review project screening & prioritization Provide direction on project 		<ul style="list-style-type: none"> Presentation of Draft findings 	<ul style="list-style-type: none"> Summary presentation of scoping studies & recommendations 		
Projects & Demands															
Conceptual Operations															
Screen Storage Sites															
System Layout															
Estimates of Cost															
Preliminary Screening of Projects															
Scoping Study Report															


Meeting agenda

- ◆ Program objectives for formulation & screening alternatives
 - Summary of Workshop #1
 - Distillation of objectives
 - Open discussion of objectives
 - How objectives will be applied
- ◆ Conceptual storage sites & needs
 - Previous efforts
 - Concepts by NBWRA subarea
 - Summary
- ◆ Next steps and future workshops



Program Objectives

Where we ended in Workshop #1



Comparison of objectives & criteria

Phase 1 Study	Bureau of Reclamation	IRWMP
Offset urban and agricultural demands on potable water supplies	Increase water supplies and reduce demand on non-recycled water supplies	Address multiple goals
Improve local and regional water supply reliability	Address water supply sustainability	Integrate multiple resource management strategies
Give top priority to local needs for recycled water	Complete authorized Title XVI projects	Strategic considerations for IRWM Plan implementation (regionalism, partnerships and integration)
Enhance local and regional ecosystems	Promote projects that are ready to proceed	Project status
Maintain and protect public health and safety	Improve habitat and water quality	Technical feasibility
Promote sustainable practices	Incorporate use of renewable energy and promote energy efficiency	Benefits to disadvantaged community water issues
Implement recycled water facilities in an economically viable manner	Implement cost effective projects	Benefits to Native American tribal community water issues
	Meet legal and contractual water supply obligations	Environmental justice considerations
	Provide benefits to rural or economically disadvantaged communities	Project costs and financing
	Promote a watershed perspective/integrated resources management	Economic feasibility
		Climate change adaptation
		Reduce greenhouse gas emissions
		Reduce dependence on the Delta



Categorize the objectives

A. Meet water supply needs

B. Offset potable or imported supplies

C. Sustainability

D. Watershed approach/multiple goals/strategies

E. Costs & economics

F. Readiness to proceed

G. Environmental enhancement

H. Social issues

Phase 1 Study	Bureau of Reclamation	IRWMP
B. Offset urban and agricultural demands on potable water supplies	B. Increase water supplies and reduce demand on non-recycled water supplies	D. Address multiple goals
A. Improve local and regional water supply reliability	C. Address water supply sustainability	D. Integrate multiple resource management strategies
B. Give top priority to local needs for recycled water	F. Complete authorized Title XVI projects	D. Strategic considerations for IRWM Plan implementation (regionalism, partnerships and integration)
G. Enhance local and regional ecosystems	F. Promote projects that are ready to proceed	F. Project status
A. Maintain and protect public health and safety	G. Improve habitat and water quality	E. Technical feasibility
C. Promote sustainable practices	C. Incorporate use of renewable energy and promote energy efficiency	H. Benefits to disadvantaged community water issues
E. Implement recycled water facilities in an economically viable manner	E. Implement cost effective projects	H. Benefits to Native American tribal community water issues
	A. Meet legal and contractual water supply obligations	H. Environmental justice considerations
	H. Provide benefits to rural or economically disadvantaged communities	E. Project costs and financing
	D. Promote a watershed perspective/integrated resources management	E. Economic feasibility
		C. Climate change adaptation
		C. Reduce greenhouse gas emissions
		B. Reduce dependence on the Delta

Sort & reassemble the objectives

A. Meet water supply needs

Improve local and regional water supply reliability
Meet legal and contractual water supply obligations
Maintain and protect public health and safety

B. Offset potable or imported supplies

Offset urban and agricultural demands on potable water supplies
Increase water supplies and reduce demand on non-recycled water supplies
Reduce dependence on the Delta

C. Sustainability

Promote sustainable practices
Address water supply sustainability
Incorporate use of renewable energy and promote energy efficiency
Climate change adaptation
Reduce greenhouse gas emissions

D. Watershed approach/multiple goals & strategies

Promote a watershed perspective/integrated resources management
Address multiple goals
Integrate multiple resource management strategies
Strategic considerations for IRWM Plan implementation (regionalism, partnerships and integration)

E. Costs & economics

Implement recycled water facilities in an economically viable manner
Implement cost effective projects
Project costs and financing
Economic feasibility
Technical feasibility

F. Readiness to proceed

Promote projects that are ready to proceed
Complete authorized Title XVI projects
Project status

G. Environmental enhancement

Enhance local and regional ecosystems
Improve habitat and water quality

H. Social issues

Provide benefits to rural or economically disadvantaged communities
Benefits to disadvantaged community water issues
Benefits to Native American tribal community water issues
Environmental justice considerations



NORTH BAY WATER REUSE PROGRAM
Water Supply Reliability through Regional Reuse

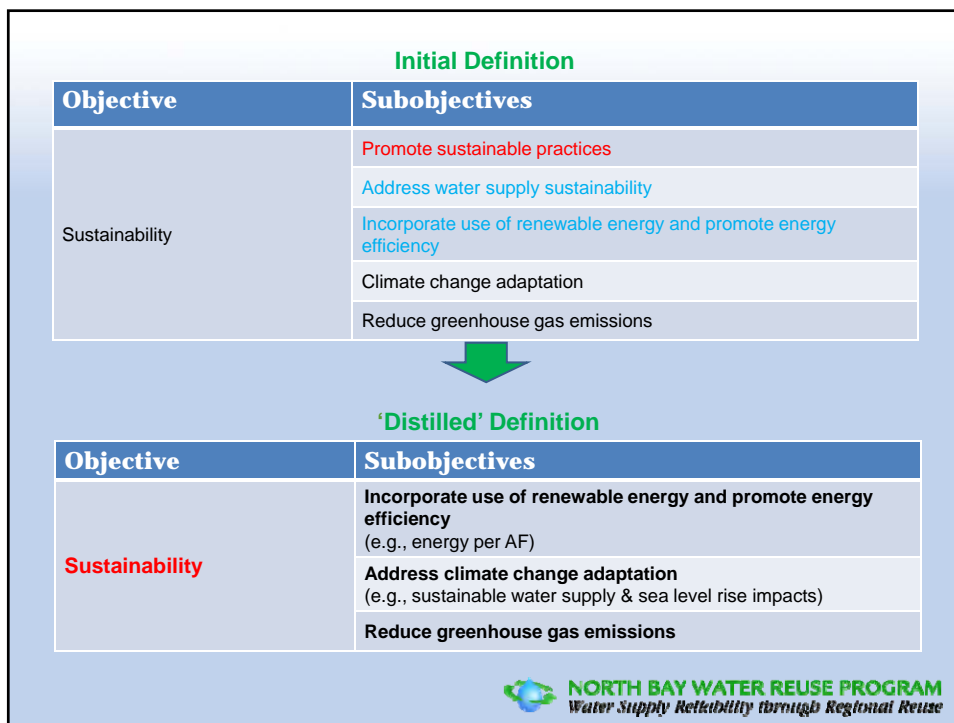
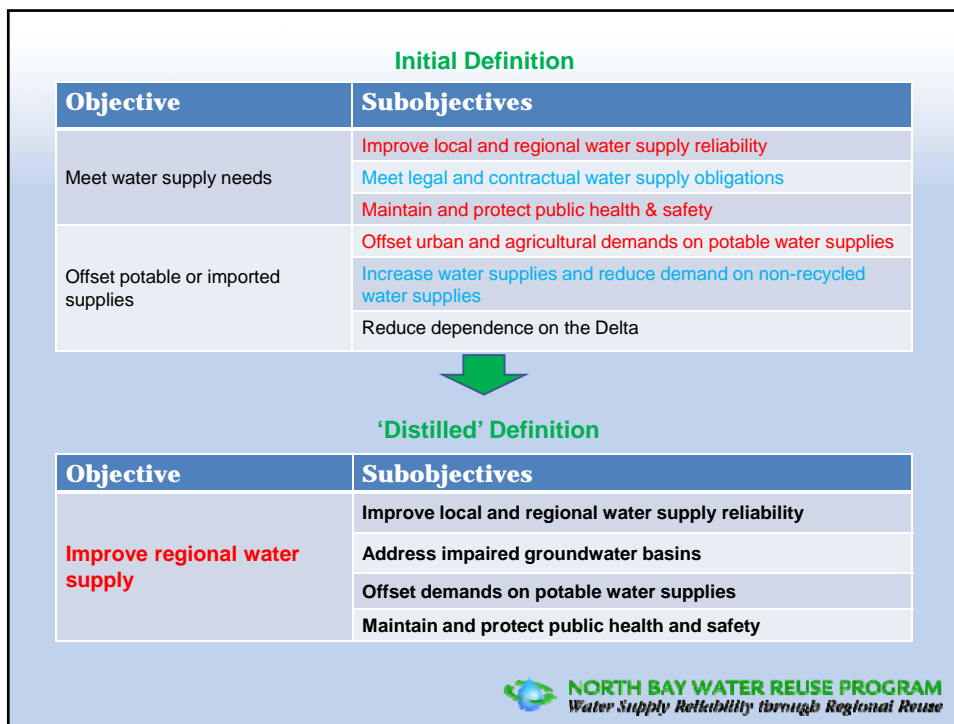


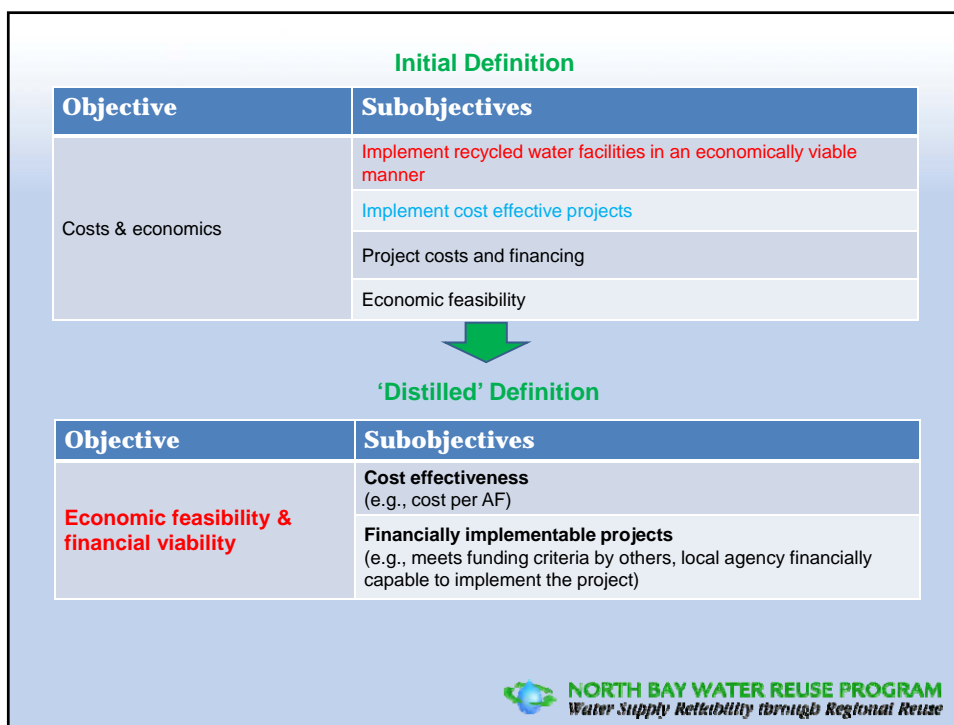
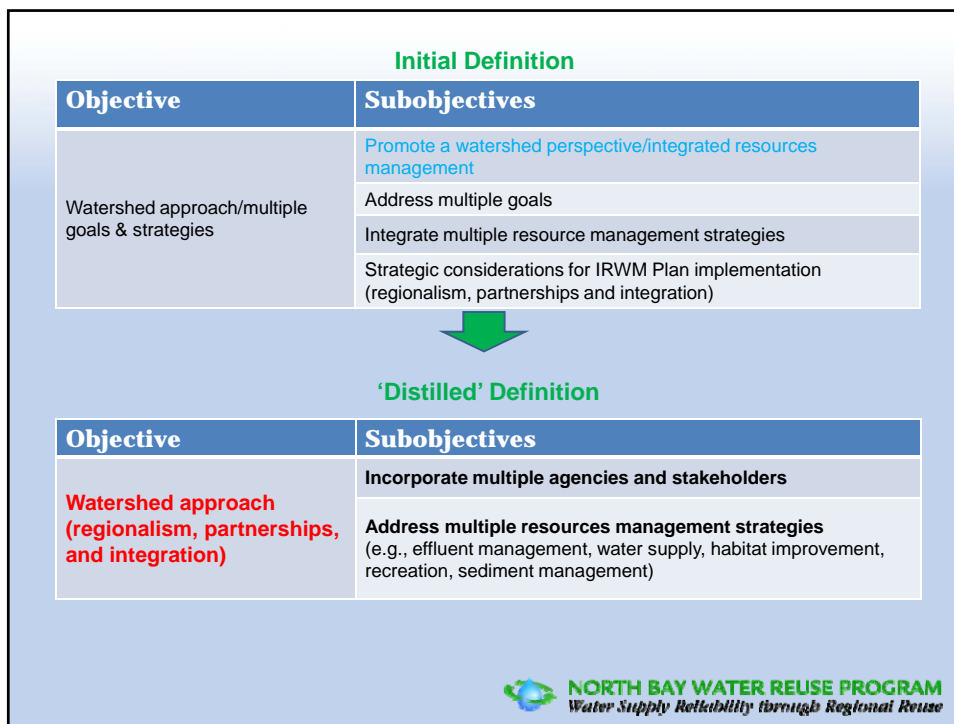
Program Objectives

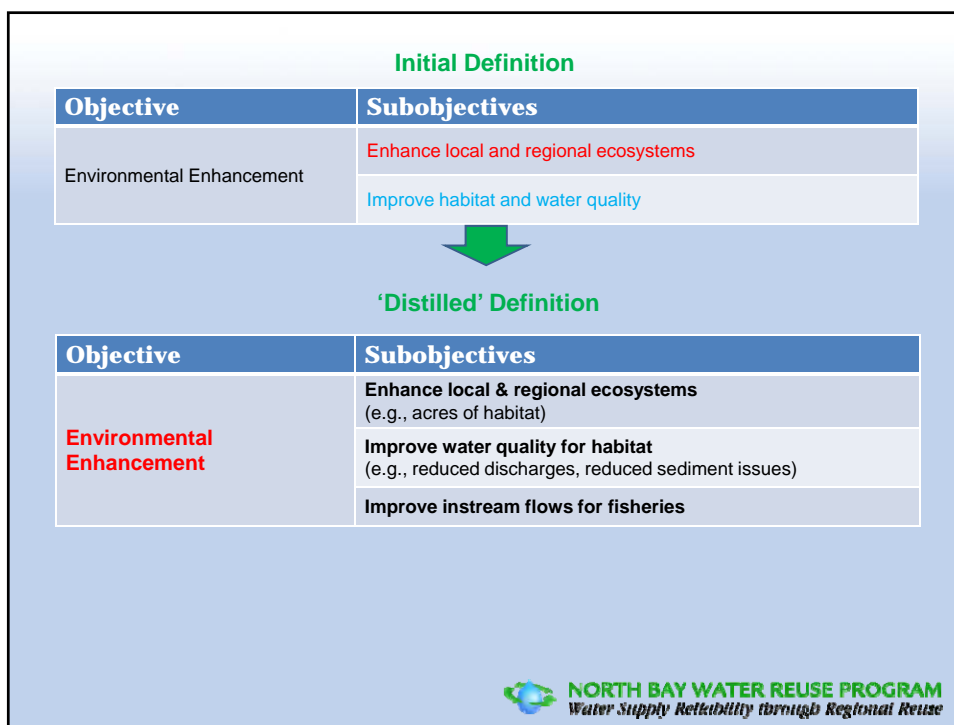
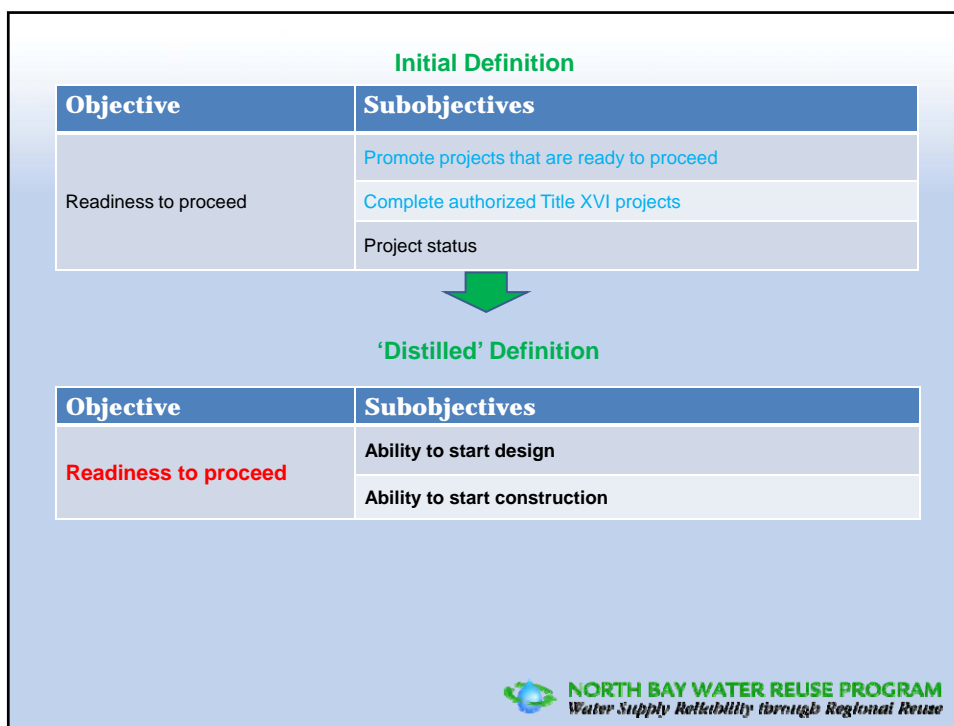
Distillation of Objectives

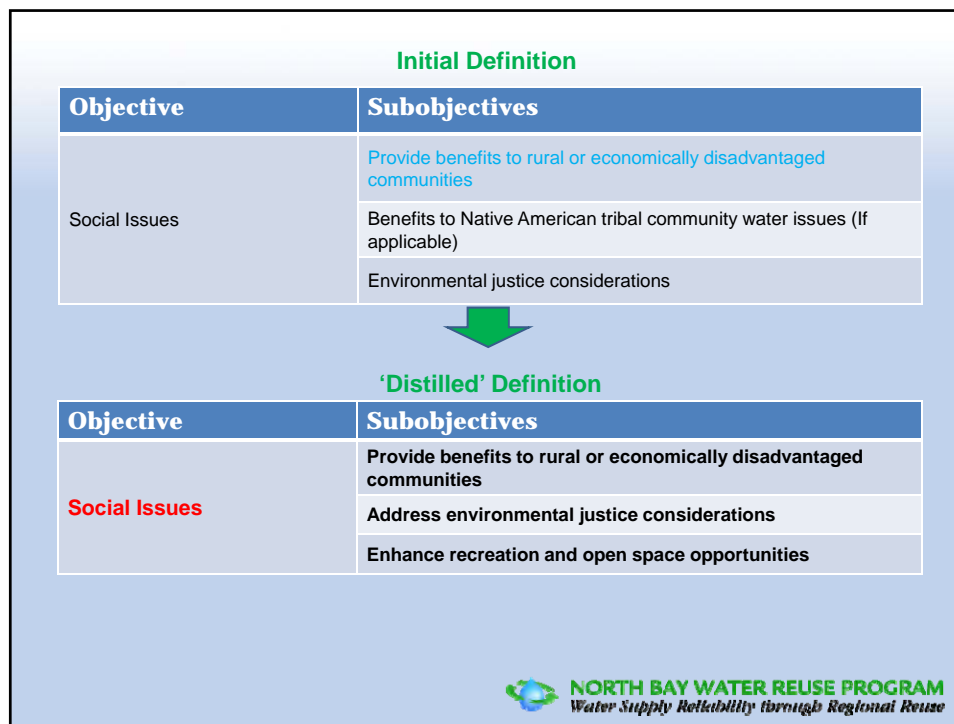


NORTH BAY WATER REUSE PROGRAM
Water Supply Reliability through Regional Reuse









Summary of Distilled Objectives

Objective	Subobjectives
Improve Regional Water Supply	<ul style="list-style-type: none"> • Improve local and regional water supply reliability • Address impaired groundwater basins • Offset demands on potable water supplies • Maintain and protect public health and safety
Sustainability	<ul style="list-style-type: none"> • Incorporate use of renewable energy & promote energy efficiency • Address climate change adaptation • Reduce greenhouse gas emissions
Watershed Approach	<ul style="list-style-type: none"> • Incorporate multiple agencies and stakeholders • Address multiple resources management strategies
Economic Feasibility & Financial Viability	<ul style="list-style-type: none"> • Cost effectiveness • Financially implementable projects
Readiness to Proceed	<ul style="list-style-type: none"> • Ability to start design • Ability to start construction
Environmental Enhancement	<ul style="list-style-type: none"> • Enhance local & regional ecosystems • Improve water quality for habitat • Improve instream flows for fisheries
Social Issues	<ul style="list-style-type: none"> • Provide benefits to rural or economically disadvantaged communities • Address environmental justice considerations • Enhance recreation and open space opportunities



Conceptual Storage Sites & Needs









NORTH BAY WATER REUSE PROGRAM
Water Supply Reliability through Regional Reuse

Early Phase 2 analysis focused on storage

- ◆ The 'less costly' summer water was dedicated in Phase 1
- ◆ Without storage of winter flows there was no opportunity to expand the program
- ◆ A foundation study was needed to determine whether to proceed with Phase 2
- ◆ Storage investigation & outcome provided enough information to address the question: *Can we store enough recycled water to justify proceeding with Phase 2 Scoping Studies?*



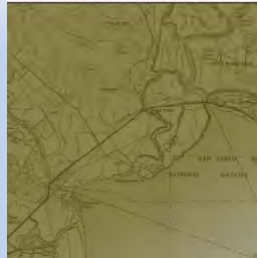
Month	WWTP Supply	Supply After Phase 1
JAN	250	450
FEB	250	400
MAR	250	350
APR	250	300
MAY	250	200
JUN	250	100
JUL	250	50
AUG	250	50
SEP	250	100
OCT	250	150
NOV	250	200
DEC	250	400



NORTH BAY WATER REUSE PROGRAM
Water Supply Reliability through Regional Reuse

Initial effort on multi-purpose reservoirs

North Bay Water Reuse Authority



Final
Preliminary Study of
Multi-Purpose Reservoir
Opportunities for the
North Bay Water Reuse
Program
January 2012



“Reconnaissance
level” analysis of
multi-purpose storage
opportunities

 **NORTH BAY WATER REUSE PROGRAM**
Water Supply Reliability through Regional Reuse

Storage study focus & outcomes

- ◆ Provided review of similar projects by other agencies
- ◆ Identified potential sites for existing NBWRA members
- ◆ Identified potential operational configurations (combined or segregated ponds)
- ◆ Provided design criteria and site constraints to use in screening projects

 **NORTH BAY WATER REUSE PROGRAM**
Water Supply Reliability through Regional Reuse

Identified technical reservoir siting criteria

- ◆ Design Criteria
 - Conceptual pond layout
 - Combined use ponds
 - Segregated use ponds
- ◆ Operational Issues
 - Storage volumes
 - Operational volume changes
 - Water resource management issues
- ◆ Design Issues
 - Environmental design issues
 - Engineering design elements
- ◆ Site Constraint Issues
 - 100-year floodplain
 - Climate change adaptation
 - Impacts
 - Buffers
 - Public access
 - Depth to groundwater
- ◆ Water Quality
- ◆ Wetlands Delineations



Napa County Subarea Needs

- ◆ Covered storage of tertiary water to allow direct use without retreatment
- ◆ Conceptual options to be considered
 - Raise existing ponds levees
 - Additional finished water pond
 - Additional oxidation pond (two possible locations)
 - Aquifer Storage & Recovery near Chardonnay Golf Club
- ◆ Additional agricultural users would provide use of existing or new on-site irrigation ponds to take winter effluent flows



Sonoma County Subarea Needs: SCWA & SVCSD

- ◆ Winter effluent delivery to the salt ponds limits the need for seasonal storage of recycled water
- ◆ Additional agricultural users would provide use of existing or new on-site irrigation ponds to take winter effluent flows
- ◆ Capture and recharge of stormwater
 - Addresses salinity intrusion and depleted groundwater in Sonoma Valley
 - Provides opportunity for recovery and local irrigation
- ◆ Groundwater banking of Russian River winter flows into Sonoma Valley to address water supply and salinity intrusion issues



Agricultural User On-site Storage

- ◆ NBWRA agencies may have future users that will agree to storage on their property
- ◆ Benefits to this approach:
 - Significant construction cost savings to NBWRA
 - Reduces surface water diversions and groundwater pumping for irrigation or frost protection
 - Preserves fish spawning habitat and in-stream flows
 - Expands use of recycled water for regional benefit even if conveyance is not part of NBWRP Phase 2
 - Increases number of potential users
- ◆ Challenges to be addressed:
 - How concept is addressed in environmental documentation
 - Possible regulatory relief through AB 1200 regarding discharges



Sonoma County Subarea Needs: Petaluma

- ◆ New large tank to provide diurnal and operational storage
- ◆ Expanded storage will be needed in the future:
 - Phased termination of secondary effluent to agriculture for “disposal”
 - Expansion of tertiary effluent service to potable irrigation users
 - Potential new open storage near the Water Recycling Facility
- ◆ Groundwater banking of Russian River winter flows into Petaluma Valley to address water supply issues



Marin County Subarea Needs: LGVSD

- ◆ Seasonal storage is needed for any expanded services
- ◆ Storage for secondary effluent used as is or further treated to tertiary levels needed to serve customers
- ◆ Investigate new 400-AF multi-purpose recycled water storage pond
- ◆ Likely located immediately north of the LGVSD WWTP on property owned by LGVSD
 - Undeveloped properties consist of low-lying, reclaimed baylands
 - Perimeter levees for both water storage & protection from rising tidal bay
 - Sites currently used either for animal grazing and/or spray fields



Marin County Subarea Needs: Novato SD

- ◆ Potential 600-acre multi-purpose storage pond to store secondary effluent from Novato SD's WWTP before the water is pumped off-site for use
- ◆ Provides 2,700 AF of wet weather storage for reuse during the summer months, reducing the amount of effluent discharge
- ◆ Overflow from the storage pond/wetlands would flow directly into the adjacent new bay wetlands



Marin County Subarea Needs: MMWD

- ◆ Potential conversion of existing potable water storage to recycled water for Peacock Gap
- ◆ Potential for some operational storage if system expanded to other new project areas



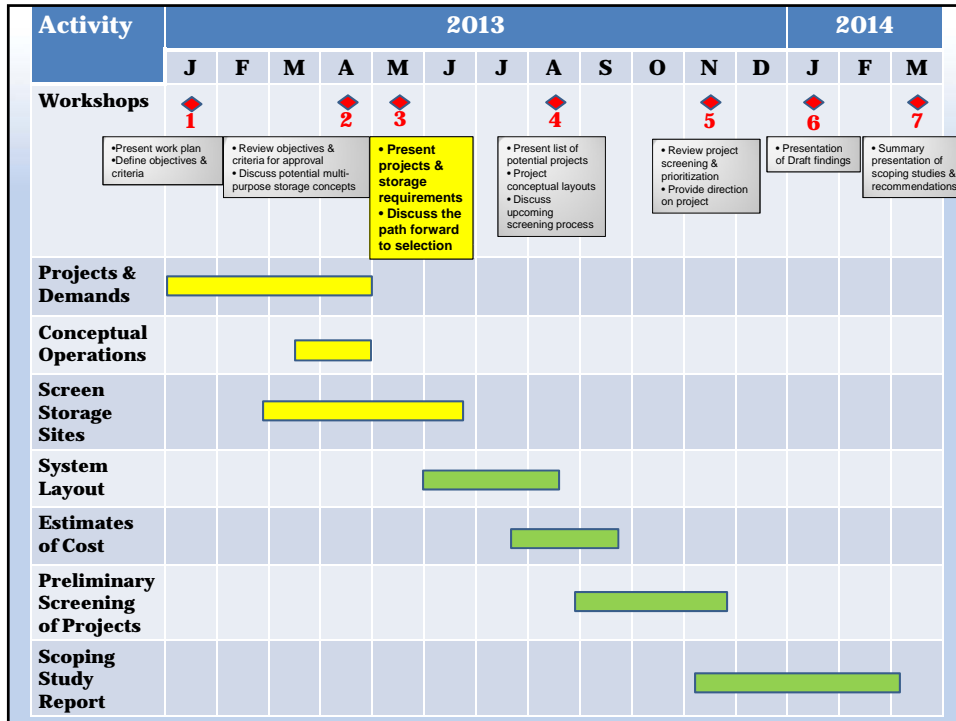
Summary of storage concepts

- ◆ Status of effort to date
 - At this stage in the study, potential locations are only conceptual
 - Significantly more study is required to screen sites
- ◆ Identification of sites
 - Conceptual sites have been identified
 - In some cases, not specifically identified (on-site ag users)
- ◆ Volume of storage not determined
 - Requires more definition of the demands
 - Supply data is being refined
- ◆ Reservoir siting criteria from previous study will be applied



Next Steps





ITEM NO. 7 REPORT FROM THE PROGRAM MANAGER

The March 2013 Report from the Program Manager includes the following item:

Item No. 7.a. Consultant Progress Reports

Attached are the consultant progress reports for March 2013. The consultant team will be available to respond to any questions from the Board.

Following is a brief description of other Agenda items:

Item No. 8. Financial Report for the Period Ending March 31, 2013

This item includes the regular consultant cost tracking as well as spreadsheets maintained by Sonoma County Water Agency.

Item No. 9. Third Revised Memorandum of Understanding Approval Process – Status Report

The Program Manager will give an update on the schedule for approval of the MOU by the member agencies.

Item No. 10 Request for Statements of Qualifications / Request for Proposals Process – Status Report

The Program Manager will give an update on the SOQ / RFP process, including an updated schedule.

Item No. 11. Program Development – Federal Advocacy Update

Ginger Bryant will provide an update for the Board.

Item No. 12. State Advocacy update

Pilar Oñate-Quintana will provide an update for the Board, including AB803, which the Board agreed to support at the March 2013 Board meeting.

Item No. 13. Outreach Program Update

Mark Millan, Data Instincts, will update the Board.

Program Management Services
Weir Technical Services
NBWRA Phase 1 and Phase 2
Sonoma County Water Agency Order Number 7630A5 and Account Number 391029

Progress Report

March 2013

Task 2.1 Board of Directors and Technical Advisory Committee (TAC) Meeting Management

- Discussed with Program Development consultant changing March 25, 2013 Phase 2 Workshop to April 25, 2013. Checked with Board Chair and Board regarding change. Revised Outlook appointments.
- Coordinated consultant conference call on March 13, 2013 to plan for March 25, 2013 Board meeting.
- Drafted March 25, 2013 Board agenda and sent to Board Chair for review.
- Prepared and distributed March 25, 2013 Board and Technical Advisory Committee (TAC) agenda packets.
- Attended Board and TAC meetings in Novato on March 25, 2013.
- Drafted Board and TAC meeting minutes and action item list for March 25, 2013 meetings.
- Updated distribution list and send to consultant team for review. Sent Outlook appointments for Board and TAC meetings to new contacts.
- Drafted AB803 support letter for Chair signature and sent to Board and TAC for review.

Task 2.2 Budget Preparation and Reporting

- Updated consultant cost summary.
- Reviewed and commented to Agency on draft Requests for Statement of Qualifications (SOQ) and draft agreements for two master consulting agreements.
- Reviewed and commented on SOQ process schedule comments received from Program Development consultant.
- Reviewed and commented on questions regarding Agency spreadsheet for member agency cost allocations.
- Set up Outlook appointments for issuing invoices to member agencies for FY2013/14 and initiation fee.

Task 2.3 Project Support and Review

- No work was conducted on this task during the period.

Task 2.4 Program Planning

- Prepared February 2013 Progress Report and invoice.
- Updated expenses for conference call costs.
- Prepared March 2013 Progress Report and invoice.

Task 2.5 Governance Issues

- Email review and response to questions on Memorandum of Understanding (MOU) from member agencies.
- Reviewed five sets of comments on MOU from member agency legal counsels.
- Prepared final redline version with comments of MOU.
- Reviewed final version of MOU, corrected formatting and sent final versions to legal counsels and TAC. Included final version in March 25, 2013 Board agenda packet for approval.
- Coordinated member agency MOU approval process in conjunction with Agency staff.
- Sent final approval schedule to TAC and Agency staff.

Task 2.6 Additional Tasks (Optional)

- No work was conducted on this task during the period.



North Bay Water Reuse Program - Program Development Services March 2013 Activity Summary

Activity Summary

- Coordinated with Mark Milan on 1-page handout for NBWRP briefings
- Attended Legislative Team coordination meeting with SCWA consultants
- Participated in monthly consulting team coordination call
- Coordinated with Pilar Onate-Quintana to include State issues and Mike Savage to include Scoping Study issues in Funding PowerPoint presentation
- Prepared monthly report and Funding Presentation for Board meeting and attended the TAC meetings on March 25th
- Worked with SCWA team on scheduling for May 1 tour with Mid-Pacific Regional Director David Murrillo
- Coordinated with Chuck Weir and Renee Webber on timing issues with the potential Phase 2 Feasibility Study and FRQ process
- Coordinated with Sup Rabbitt and Renee Webber on scheduling a Program/legislative Briefing for Senator's Feinstein and Boxer District offices
- Activities in coordination with The Ferguson Group
 - Coordinated with Roger Gwinn, Mark Limbaugh and Renee Webber on monthly consultant call
 - Coordinated on legislative materials and supporting information for the RIFIA proposal
 - Coordinated on Reclamation meeting and materials in support of funding for Phase 2 feasibility studies

The Ferguson Group Activity Summary (Informational Purposes for TAC)

- Coordinated with Ginger Bryant and Renee Webber on monthly consultant call
- Coordinated with Ginger Bryant on legislative materials and supporting information for the RIFIA proposal
- Meetings with CBO, Reclamation, Senator Feinstein's office and House subcommittee staff on RIFIA proposal
- Coordinated with Ginger Bryant on Reclamation meeting and materials in support of funding for Phase 2 feasibility studies

North Bay Water Reuse Authority
Professional Services by CDM Smith

March 2013 Progress Report

Phase 1 Support

- Attended February and March NBWRA Board and TAC meetings.
- Communicated with member agencies to update Phase 1 project schedule.
- Responded to information requests from Reclamation.
- Participated in consultant call and prepared consultant progress report.
- Project management activities and project invoicing.

Phase 2 Scoping Study

- Held follow-up meetings and web meetings with MMWD, LGVSD, Novato SD, Marin County, SCWA, Napa SD, and City of Petaluma to discuss potential Phase 2 projects.
- Reviewed agency documentation about potential Phase 2 projects.
- Continued drafting and updating GIS maps of Phase 2 projects for each agency/subregion.
- Held project team meetings to discuss recycled water demands and potential storage options; reviewed storage sites from previous reports.
- Developed flow projections and operations studies for each treatment plant.
- Prepared GIS map of potential storage sites.
- Developed draft section describing Sonoma County subregion projects.
- Drafted Workshop 2 presentation and materials; held project team meetings to plan workshop.
- Project management activities.

Federal Grant Reporting Support

- Responded to questions from Reclamation about grant reporting documentation.

ARRA Reporting Coordination

- Communicated with SCWA and Reclamation regarding final ARRA report.
- Reviewed draft modification to close out Reclamation funding agreement.

The Oñate Group**NBWRA Monthly Report – March 2013**

This monthly report is provided on behalf of the The Oñate Group and reflects significant activities conducted on behalf of NBWRA during March 2013:

- Continued to monitor/report on issues pertaining to the anticipated rewrite of the 2014 water bond.
- Continued initial NBWRA day follow up with Assemblymember Levine's office pertaining to AB 1200 (legislation introduced as a potential vehicle for agriculture small-scale storage issue).
- Participated in initial AB 1200 interested parties meeting, which included representatives from IRWD, WateReuse and Sonoma County.
- Attended March 25 Board meeting and provided presentation on state outreach efforts, bond status, etc.
- Provided bond-related background memo to Sonoma staff prior to March WateReuse meeting.
- Continued to conduct outreach to WateReuse lobbyist re: potential WateReuse bond positioning/principles.
- Provided updates pertaining to AB 803 - this year's WateReuse legislative effort

Public Outreach Services for North Bay Water Reuse Authority
Data Instincts
SCWA Order Number 7534A4, Account Number 391029

Progress Report

March 2013

- Attended March 25, 2013 Board and TAC meetings in Novato.
- Phone calls with project team members for collaboration on preparation of upcoming TAC & Board Workshop and Meetings.
- Respond to incoming calls on dedicated project phone line.
- Updating website and project stationary to reflect new members and roles of members in the NBWRA.
- Assist in preparations for the Board Workshop.
- We have continued updating and maintaining relevant news articles on the project Website.
- Assist in preparations for briefing of new NBWRA members and new and interested state legislators.

Page 1

Agenda Explanation
North Bay Water Reuse Authority
Board of Directors
April 15, 2013

ITEM NO. 8 FINANCIAL REPORT FOR THE PERIOD ENDING MARCH 31, 2013

Action Requested: None at this time.

The following items are attached for the board's information:

- a. Consultant cost Tracking through March 31, 2013
- b. Project Cost Summary April 8, 2013
- c. Allocations April 8, 2013
- d. Revenue and Expense Balances April 8, 2013

All costs are tracking as expected and there are no issues of concern.

Recommendation

None at this time.

NBWA FY2012/13 Consultant Cost Tracking

April 10, 2013

Phase 1 Support

Month	RMC/Weir	Bryant	TFG	CDM Smith	ESA	Oñate	Data Insts.	SCWA	Total
July-12	-	-	-	-	4,500.00	-	-	-	4,500.00
August-12	-	-	-	-	5,000.00	-	-	3,311.27	8,311.27
September-12	-	-	-	-	4,000.00	-	-	11,347.30	15,347.30
October-12	-	-	-	-	3,000.00	-	-	6,033.90	9,033.90
November-12	-	-	-	5,892.74	-	-	-	8,846.41	14,739.15
December-12	-	-	-	6,889.06	-	-	-	7,488.72	14,377.78
January-13	-	-	-	1,803.17	-	-	-	17,331.41	19,134.58
February-13	-	-	-	2,885.20	-	-	-	11,660.25	14,545.45
March-13	-	-	-	2,339.52	-	-	-	9,357.65	11,697.17
April-13	-	-	-	-	-	-	-	-	-
May-13	-	-	-	-	-	-	-	-	-
June-13	-	-	-	-	-	-	-	-	-
Total	-	-	-	19,809.69	16,500.00	-	-	75,376.91	111,686.60
FY12/13 Budget	-	-	-	75,000.00	20,000.00	-	-	100,000.00	195,000.00
Amt Remaining	-	-	-	55,190.31	3,500.00	-	-	24,623.09	83,313.40
% Remaining	#N/A	#N/A	#N/A	73.59%	17.50%	#N/A	#N/A	24.62%	42.72%

CDM Smith July - March 2013 costs for Phase 1 ARRA support = \$4721.59. Funded through a prior agreement approved in a prior fiscal year.
 CDM Smith July - March 2013 Grant related costs for Phase 1 = \$2,823.52. funded through a prior agreement approved in a prior fiscal year.

Phase 2 Support, 18-Month Scoping Study and Workshops

Month	RMC/Weir	Bryant	TFG	CDM / B&C	ESA	Oñate	Outreach	SCWA	Total
July-12	-	-	-	-	-	-	-	-	-
August-12	-	-	-	-	-	-	-	-	-
September-12	-	-	-	-	-	-	-	-	-
October-12	-	-	-	-	-	-	-	-	-
November-12	-	-	-	-	-	-	-	-	-
December-12	-	-	-	-	-	-	-	-	-
January-13	-	-	-	-	-	-	-	-	-
February-13	-	-	-	58,051.40	-	-	-	-	58,051.40
March-13	-	-	-	32,818.77	-	-	-	-	32,818.77
April-13	-	-	-	-	-	-	-	-	-
May-13	-	-	-	-	-	-	-	-	-
June-13	-	-	-	-	-	-	-	-	-
Total	-	-	-	90,870.17	-	-	-	-	90,870.17
FY12/13 & FY13/14	-	42,360.00	-	365,200.00	-	-	-	9,150.00	416,710.00
Amt Remaining	-	42,360.00	-	274,329.83	-	-	-	9,150.00	325,839.83
% Remaining	#N/A	100.00%	#N/A	75.12%	#N/A	#N/A	#N/A	100.00%	#N/A

CDM Smith July - October costs for Phase 2 = \$2930.60 was funded through a prior agreement approved in a prior fiscal year.

Joint Use

Month	RMC/Weir	Bryant	TFG	CDM Smith	ESA	Oñate	Data Insts.	SCWA	Total
July-12	7,118.00	14,833.33	5,000.00	-	-	4,000.00	-	-	30,951.33
August-12	10,464.22	14,833.33	5,000.00	-	-	4,000.00	3,712.50	-	38,010.05
September-12	3,582.44	14,833.33	5,000.00	-	-	2,500.00	1,080.00	-	26,995.77
October-12	11,657.24	14,833.33	5,000.00	-	-	2,500.00	2,965.00	-	36,955.57
November-12	11,596.17	14,833.33	5,000.00	-	-	2,500.00	2,510.71	334.03	36,774.24
December-12	9,540.50	14,833.33	5,000.00	-	-	2,500.00	3,050.00	672.40	35,596.23
January-13	7,127.51	14,833.33	5,000.00	-	-	2,500.00	5,980.00	640.65	36,081.49
February-13	7,529.10	14,833.33	5,000.00	-	-	2,500.00	6,652.22	-	36,514.65
March-13	5,630.76	14,833.33	5,000.00	-	-	2,500.00	3,998.44	416.69	32,379.22
April-13	-	-	-	-	-	-	-	-	-
May-13	-	-	-	-	-	-	-	-	-
June-13	-	-	-	-	-	-	-	-	-
Total	74,245.94	133,499.97	45,000.00	-	-	25,500.00	29,948.87	2,063.77	310,258.55
FY12/13 Budget	106,000.00	178,000.00	60,000.00	5,000.00	-	33,000.00	50,000.00	50,000.00	482,000.00
Amt Remaining	31,754.06	44,500.03	15,000.00	5,000.00	-	7,500.00	20,051.13	47,936.23	171,741.45
% Remaining	29.96%	25.00%	25.00%	#N/A	#N/A	22.73%	40.10%	95.87%	35.63%

CDM Smith has a separate agreement for \$5,000 for WaterSMART Grant Application and has incurred \$2154.03 through January 2013.

Phase 1, 2, and Joint Use Total

Month	RMC/Weir	Bryant	TFG	CDM Smith	ESA	Oñate	Outreach	SCWA	Total
July-12	7,118.00	14,833.33	5,000.00	-	4,500.00	4,000.00	-	-	35,451.33
August-12	10,464.22	14,833.33	5,000.00	-	5,000.00	4,000.00	3,712.50	3,311.27	46,321.32
September-12	3,582.44	14,833.33	5,000.00	-	4,000.00	2,500.00	1,080.00	11,347.30	42,343.07
October-12	11,657.24	14,833.33	5,000.00	-	3,000.00	2,500.00	2,965.00	6,033.90	45,989.47
November-12	11,596.17	14,833.33	5,000.00	5,892.74	-	2,500.00	2,510.71	9,180.44	51,513.39
December-12	9,540.50	14,833.33	5,000.00	6,889.06	-	2,500.00	3,050.00	8,161.12	49,974.01
January-13	7,127.51	14,833.33	5,000.00	1,803.17	-	2,500.00	5,980.00	17,972.06	55,216.07
February-13	7,529.10	14,833.33	5,000.00	60,936.60	-	2,500.00	6,652.22	11,660.25	109,111.50
March-13	5,630.76	14,833.33	5,000.00	35,158.29	-	2,500.00	3,998.44	9,774.34	76,895.16
April-13	-	-	-	-	-	-	-	-	-
May-13	-	-	-	-	-	-	-	-	-
June-13	-	-	-	-	-	-	-	-	-
Total	74,245.94	133,499.97	45,000.00	110,679.86	16,500.00	25,500.00	29,948.87	77,440.68	512,815.32
FY12/13 Budget	106,000	220,360	60,000	445,200	20,000	33,000	50,000	159,150	1,093,710
Amt Remaining	31,754	86,860	15,000	334,520	3,500	7,500	20,051	81,709	580,895
% Remaining	29.96%	39.42%	25.00%	75.14%	17.50%	22.73%	40.10%	51.34%	53.11%

Notes:

1. Values for the most current month may be estimates.
2. Phase 2 Scoping Study and Workshop costs aproved by Board on November 19, 2012.
3. Phase 2 Scoping Study and Workshops are for 18-month period, January 1, 2013 - June 30, 2014.

North Bay Water Reuse Authority
Monthly Project Cost Summary
 Period Ending: Through April 8, 2013

I. TOTAL PROJECT COSTS

A Project	B Consultant	C			D			C + D = E			F		G		F + G = H		E - H = I		J		F - J = K		% KH
		Original Budget	Amendments	Revised Budget	Original Contract	Contract Amendments	Total Contract	Uncommitted	Total Expenses	Remaining	% Avail.												
Program Management	RMC/Weir Technical Services	106,000	-	106,000	106,044	-	106,044	(44)	68,615	37,429	35.3%												
Planning, Engineering and Funding Management	CDM Smith	278,780	-	278,780	284,446	-	284,446	(5,666)	75,522	208,924	73.4%												
Federal Authorizations and Appropriations	The Ferguson Group	60,000	-	60,000	60,000	-	60,000	-	25,000	35,000	58.3%												
Program Development and Federal Funding	Bryant & Associates	178,000	-	178,000	178,000	-	178,000	-	118,667	59,333	33.3%												
State Funding / State Outreach	Pilar Onate	33,000	-	33,000	25,000	-	25,000	8,000	12,500	12,500	50.0%												
State Funding / State Outreach	KP Public Affairs	-	-	-	24,000	-	24,000	-	8,000	16,000	66.7%												
Outreach and Community Support	Data Instincts	50,000	-	50,000	50,000	-	50,000	-	25,950	24,050	48.1%												
Planning and Engineering	Brown & Caldwell	-	-	-	-	-	-	-	-	-	#DIV/0!												
SCWA Administration	SCWA	154,575	-	154,575	154,575	-	154,575	-	80,990	73,585	47.6%												
Environmental Documentation, Permitting and Monitoring	ESA	20,000	-	20,000	20,000	-	20,000	-	-	20,000	100.0%												
Contingency	n/a	-	-	-	-	-	-	-	-	-	#DIV/0!												
TOTAL BUDGET		\$ 880,355	\$ -	\$ 880,355	\$ 902,065	\$ -	\$ 902,065	\$ 2,290	\$ 415,244	\$ 486,821	55.1%												

*subtracting expired balances contract amount is \$ 872,615

53%

1. **Uncommitted** indicates either a contract has not been issued or an existing contract has not yet been amended per approved NBWRA FY Budgets.

CONTRACTS EXTENDED FROM 11/12 into 12/13

Project	Consultant	(remaining amt)			(remaining amt)			(remaining amt)		(remaining amt)		% Avail.
		Original Budget	Amendments	Revised Budget	Original Contract	Contract Amendments	Total Contract	Uncommitted	Total Expenses	Remaining		
Program Management - Phase 1 (extended to 12/31/2012)	RMC/Weir	-	-	-	37,274	-	37,274	-	27,575	9,699	26.0%	
Program Management - Phase 2 (extended to 12/31/2012)	RMC/Weir	-	-	-	30,120	-	30,120	-	26,383	3,736	12.4%	
State Funding / State Outreach - Phase 1 (extended to 12/31 & added 24k)	KP Public Affairs	-	-	-	24,000	-	24,000	-	8,000	16,000	66.7%	
Engineering - Phase 1 (extended to 12/31/2012)	CDM Smith	-	-	-	4,446	-	4,446	-	4,432	14	0.3%	
TOTAL BUDGET		\$ -	\$ -	\$ -	\$ 95,840	\$ -	\$ 95,840	\$ -	\$ 66,390	\$ 29,450	0.00%	

expired

2A. NBWRA Phase 1

Project	Consultant											% Avail.
		Original Budget	Amendments	Revised Budget	Original Contract	Contract Amendments	Total Contract	Uncommitted	Total Expenses	Remaining		
Program Management	RMC/Weir	-	-	-	-	-	-	-	-	-	-	
Planning, Engineering and Funding Management	CDM Smith	75,000	-	75,000	75,000	-	75,000	-	17,470	57,530	76.7%	
Environmental Documentation, Permitting and Monitoring	ESA	20,000	-	20,000	20,000	-	20,000	-	-	20,000	100.0%	
Admin Agency Services	SCWA	100,000	-	100,000	100,000	-	100,000	-	78,926	21,074	21.1%	
Contingency	n/a	-	-	-	-	-	-	-	-	-	#DIV/0!	
TOTAL BUDGET		\$ 195,000	\$ -	\$ 195,000	\$ 195,000	\$ -	\$ 195,000	\$ -	\$ 96,396	\$ 98,604	50.57%	

2B. NBWRA Phase 2

Project	Consultant											% Avail.
		Original Budget	Amendments	Revised Budget	Original Contract	Contract Amendments	Total Contract	Uncommitted	Total Expenses	Remaining		
Program Management	RMC/Weir	-	-	-	-	-	-	-	-	-	-	
Program Development and Federal Funding	Bryant & Associates	-	-	-	-	-	-	-	-	-	-	
Federal Authorizations and Appropriations	The Ferguson Group	-	-	-	-	-	-	-	-	-	-	
Planning, Engineering and Funding Management	CDM Smith	-	-	-	-	-	-	-	-	-	-	
Environmental Documentation, Permitting and Monitoring	ESA	-	-	-	-	-	-	-	-	-	-	
Outreach and Community Support	Data Instincts	-	-	-	-	-	-	-	-	-	-	
Admin Agency Services	SCWA	-	-	-	-	-	-	-	-	-	-	
Contingency	n/a	-	-	-	-	-	-	-	-	-	-	
TOTAL BUDGET		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	

North Bay Water Reuse Authority
Monthly Project Cost Summary
Period Ending: Through April 8, 2013

2C. Phase 2 Scoping Study (18 - month)

Project	Consultant	Budget			Contract				Financials		
		Original Budget	Amendments	Revised Budget	Original Contract	Amendment	Total Contract	Uncommitted	Total Expenses	Remaining	% Avail.
Planning and Engineering	CDM Smith	203,780	-	203,780	200,000	-	200,000	3,780	58,051	141,949	71.0%
SCWA Administration	SWCA	4,575	-	4,575	4,575	-	4,575	-	-	4,575	100.0%
Contingency - included in costs		-	-	-	-	-	-	-	-	-	#DIV/0!
TOTAL BUDGET		\$ 208,355	\$ -	\$ 208,355	\$ 204,575	\$ -	\$ 204,575	\$ 3,780	\$ 58,051	\$ 146,524	71.62%

2E. Joint Use

Project	Consultant	Budget			Contract				Financials		
		Original Budget	Amendments	Revised Budget	Original Contract	Amendment	Total Contract	Uncommitted	Total Expenses	Remaining	% Avail.
Program Management	RMC/Weir	106,000	-	106,000	38,650	-	38,650	67,350	14,657	23,993	62.1%
Program Development and Federal Funding	Bryant & Associates	178,000	-	178,000	178,000	-	178,000	-	118,667	59,333	33.3%
Federal Authorizations and Appropriations	The Ferguson Group	60,000	-	60,000	60,000	-	60,000	-	25,000	35,000	58.3%
State Funding / State Outreach	Onate Group	33,000	-	33,000	25,000	-	25,000	8,000	12,500	12,500	50.0%
Outreach and Community Support	Data Instincts	50,000	-	50,000	50,000	-	50,000	-	25,950	24,050	48.1%
Admin Agency Services	SCWA	50,000	-	50,000	50,000	-	50,000	-	2,064	47,936	95.9%
Planning, Engineering and Funding Management	CDM Smith	-	-	-	5,000	-	5,000	-	-	5,000	100.0%
Contingency - included in consultant costs		-	-	-	-	-	-	-	-	-	-
TOTAL BUDGET		\$ 477,000	\$ -	\$ 477,000	\$ 406,650	\$ -	\$ 406,650	\$ 75,350	\$ 198,837	\$ 183,819	45.20%

Total Budget for all Phases	880,355	\$880,355	902,065	\$902,065
Mid-Year Expirations	\$0	\$0	(29,450)	(29,450)
Total committed to FY12/13 accounting for mid-year extensions and expired balances			872,615	872,615

3. MEMBER AGENCIES FY 2012/2013

NBWRA Agencies	Total Assessments	Assessments Paid	Assessments Due	Budgeted Expenses	Expense Ratio	Interest Earned	Expenses Paid	Member Balance	Member Balance Including Beginning Balance for ALL Phases
Napa Sanitation District	152,531.00	160,102.01	(7,571.01)	152,531.00	17.3%	-91,298.03	68,803.98	145,975.90	
Novato Sanitary District	107,128.00	114,700.00	(7,572.00)	107,128.00	12.2%	-53,761.00	60,939.00	83,254.84	
Sonoma Valley CSD	143,908.00	151,480.01	(7,572.01)	143,908.00	16.3%	-83,760.57	67,719.44	134,362.62	
Sonoma County Water Agency	97,301.00	104,872.00	(7,571.00)	97,301.00	11.1%	-45,635.34	59,236.66	69,683.99	
North Marin Water District	94,969.00	102,541.01	(7,572.01)	94,969.00	10.8%	-53,689.28	48,851.73	90,398.52	
County of Napa	67,536.00	75,107.00	(7,571.00)	67,536.00	7.7%	-37,342.28	37,764.72	47,950.92	
City of Petaluma	56,265.00	-	56,265.00	56,265.00	6.4%	-20,023.80	-20,023.80	(19,844.72)	
Marin Municipal Water District	56,265.00	-	56,265.00	56,265.00	6.4%	-19,340.47	-19,340.47	(19,340.47)	
Total	880,355.00	813,254.04	67,100.96	880,355.00	100.0%	\$0.00	-456,400.27	356,853.77	

	Revenue	Budgeted	
Phase 1	195,000.04	195,000.00	0.04
Phase 2	-	-	-
Phase 2 Project Def.	-	-	-
Phase 2 Scoping	148,825.00	208,355.00	(59,530.00)
Joint Use	469,429.00	477,000.00	(7,571.00)
Summary	813,254.04	880,355.00	(67,100.96)

Other agencies expenses (1,311.04)
 (\$457,711.30)
 * include expenses from other phases

Other agencies balance int (1,311.04)
 Total 3,142.91
 Total 606,249.98

Due according to invoices	\$ 67,100.96
Due according to agreements	\$ 67,100.96
Difference	\$ 0.00

Item No. 8.c

2012/13 Budget Allocations

PHASE 1										
As of January 2013	Total Budget	Las Gallinas Sanitary District	Napa Sanitation District	Novato Sanitary District	Sonoma Valley County Sanitation District	Sonoma County Water Agency	Napa County	North Marin Water District		
% Share of Benefit (2nd Amended MOU)	195,000	7.239%	31.894%	8.611%	27.473%	3.571%	3.571%	17.640%		
1. CALCULATION OF ASSESSMENTS										
25% Shared Equally	\$ 48,750	\$ 6,964	\$ 6,964	\$ 6,964	\$ 6,964	\$ 6,964	\$ 6,964	\$ 6,964	\$ 6,964	\$ 6,964
75% Benefit Based on 2nd Amended MOU	\$ 146,250	\$ 7,152	\$ 55,229	\$ 9,827	\$ 46,608					\$ 27,434
TOTAL BUDGET	\$ 195,000	\$ 14,116	\$ 62,193	\$ 16,791	\$ 53,572	\$ 6,963	\$ 6,963	\$ 34,398		
2. BUDGETED EXPENSE ITEM										
Program Management - RMC /Weir	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Program Management - CDM Smith	\$ 75,000	\$ 5,429	\$ 23,921	\$ 6,458	\$ 20,605	\$ 2,678	\$ 2,678	\$ 13,230		
Environmental Documentation, Permitting and Monitoring - ESA	\$ 20,000	\$ 1,448	\$ 6,379	\$ 1,722	\$ 5,495	\$ 714	\$ 714	\$ 3,528		
SCWA Administration	\$ 100,000	\$ 7,239	\$ 31,894	\$ 8,611	\$ 27,473	\$ 3,571	\$ 3,571	\$ 17,640		
Contingency - included in consultant costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL CONSULTANT BUDGET	\$ 195,000	\$ 14,116	\$ 62,193	\$ 16,791	\$ 53,572	\$ 6,963	\$ 6,963	\$ 34,398		

PHASE 2 - Support, Scoping Studies and Workshops											
As of January 2013	Total Budget	Las Gallinas Sanitary District	Napa Sanitation District	Novato Sanitary District	Sonoma Valley County Sanitation District	Sonoma County Water Agency	Napa County	North Marin Water District	City of Petaluma	Marin Municipal Water District	
% Share of Benefit (2nd Amended MOU)	\$ 208,355	14.286%	14.286%	14.286%	14.286%	14.286%	0.000%	0.000%	14.286%	14.286%	
1. CALCULATION OF ASSESSMENTS											
Shared Equally amongst 7 Member Agencies	\$ 208,355	\$ 29,765	\$ 29,765	\$ 29,765	\$ 29,765	\$ 29,765	\$ -	\$ -	\$ 29,765	\$ 29,765	
TOTAL BUDGET	\$ 208,355	\$ 29,765	\$ 29,765	\$ 29,765	\$ 29,765	\$ 29,765	\$ -	\$ -	\$ 29,765	\$ 29,765	
2. BUDGETED EXPENSE ITEM											
Planning and Engineering - CDM Smith	\$ 203,780	\$ 29,111.43	\$ 29,111.43	\$ 29,111.43	\$ 29,111.43	\$ 29,111.43	\$ -	\$ -	\$ 29,111.43	\$ 29,111.43	
SCWA Administration	\$ 4,575	\$ 653.57	\$ 653.57	\$ 653.57	\$ 653.57	\$ 653.57	\$ -	\$ -	\$ 653.57	\$ 653.57	
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL CONSULTANT BUDGET	\$ 208,355	\$ 29,765	\$ 29,765	\$ 29,765	\$ 29,765	\$ 29,765	\$ -	\$ -	\$ 29,765	\$ 29,765	

FY Cost Scoping Study			
FY2013-2014			
FY2012-2013	Estimate	Total	
\$ 203,780	\$ 207,560	\$ 411,340	
\$ 4,575	\$ 4,575	\$ 9,150	
		\$ -	
\$ 208,355	\$ 212,135	\$ 420,490	

Item No. 8.c

Joint Use											
As of January 2013	Total Budget	Las Gallinas Sanitary District	Napa Sanitation District	Novato Sanitary District	Sonoma Valley County Sanitation District	Sonoma County Water Agency	Napa County	North Marin Water District	City of Petaluma	Marin Municipal Water District	
% Share of Benefit (2nd Amended MOU)		12.698%	12.698%	12.698%	12.698%	12.698%	12.698%	12.698%	5.556%	5.556%	
	\$ 477,000										
1. CALCULATION OF ASSESSMENTS											
Shared Equally amongst 7 Agencies	\$ 477,000	\$ 60,571.00	\$ 60,571.00	\$ 60,571.00	\$ 60,571.00	\$ 60,571.00	\$ 60,571.00	\$ 60,571.00	\$ 26,500.00	\$ 26,500.00	
TOTAL BUDGET	\$ 477,000	\$ 60,571	\$ 60,571	\$ 60,571	\$ 60,571	\$ 60,571	\$ 60,571	\$ 60,571	\$ 26,500	\$ 26,500	
2. BUDGETED EXPENSE ITEM											
Program Management - RMC / Weir	\$ 106,000	\$ 13,460.00	\$ 13,460.00	\$ 13,460.00	\$ 13,460.00	\$ 13,460.00	\$ 13,460.00	\$ 13,460.00	\$ 5,889.00	\$ 5,889.00	
Program Development and Federal Funding - Bryant & Associates	\$ 178,000	\$ 22,603.00	\$ 22,603.00	\$ 22,603.00	\$ 22,603.00	\$ 22,603.00	\$ 22,603.00	\$ 22,603.00	\$ 9,889.00	\$ 9,889.00	
Federal Authorizations and Appropriations - The Ferguson Group	\$ 60,000	\$ 7,619.00	\$ 7,619.00	\$ 7,619.00	\$ 7,619.00	\$ 7,619.00	\$ 7,619.00	\$ 7,619.00	\$ 3,333.00	\$ 3,333.00	
State Funding / State Outreach - The Oñate Group	\$ 33,000	\$ 4,190.00	\$ 4,190.00	\$ 4,190.00	\$ 4,190.00	\$ 4,190.00	\$ 4,190.00	\$ 4,190.00	\$ 1,833.00	\$ 1,833.00	
Outreach and Community Support - Data Instincts	\$ 50,000	\$ 6,349.00	\$ 6,349.00	\$ 6,349.00	\$ 6,349.00	\$ 6,349.00	\$ 6,349.00	\$ 6,349.00	\$ 2,778.00	\$ 2,778.00	
SCWA Administration	\$ 50,000	\$ 6,349.00	\$ 6,349.00	\$ 6,349.00	\$ 6,349.00	\$ 6,349.00	\$ 6,349.00	\$ 6,349.00	\$ 2,778.00	\$ 2,778.00	
Contingency - included in consultant costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL CONSULTANT BUDGET	\$ 477,000	\$ 60,570	\$ 60,570	\$ 60,570	\$ 60,570	\$ 60,570	\$ 60,570	\$ 60,570	\$ 26,500	\$ 26,500	

Totals - As Budgeted											
	Total Budget	Las Gallinas Sanitary District	Napa Sanitation District	Novato Sanitary District	Sonoma Valley County Sanitation District	Sonoma County Water Agency	Napa County	North Marin Water District	City of Petaluma	Marin Municipal Water District	
Total Phase 1 FY12/13	\$ 195,000	\$ 14,116	\$ 62,193	\$ 16,791	\$ 53,572	\$ 6,963	\$ 6,963	\$ 34,398	\$ -	\$ -	
Total Phase 2 FY12/13	\$ 208,355	\$ 29,765	\$ 29,765	\$ 29,765	\$ 29,765	\$ 29,765	\$ -	\$ -	\$ 29,765	\$ 29,765	
Total Joint Phase FY12/13	\$ 477,000	\$ 60,570	\$ 60,570	\$ 60,570	\$ 60,570	\$ 60,570	\$ 60,570	\$ 60,570	\$ 26,500	\$ 26,500	
Total Phase 1, 2 and Joint FY12/13	\$ 880,355	\$ 104,451	\$ 152,528	\$ 107,126	\$ 143,907	\$ 97,298	\$ 67,533	\$ 94,968	\$ 56,265	\$ 56,265	

Item No. 8.d

Beginning Balance													
LG	Napa	Nov	SV	SCWA	Napa County	North Marin	Marin Cnty	City of Petaluma	City of Amer Canyn	Valley of the Moon	City of Sonoma	Marin Muni	Totals
Phase 1	4,124.18	35,417.35	5,872.91	29,798.21	4,529.34	4,463.57	22,361.51						106,567.07
Arra	7,874.12	34,678.87	9,367.23	29,876.71	3,887.36	3,871.63	19,185.28						108,741.20
Phase 2	6,567.57	6,567.57	6,567.57	6,567.57	1,522.50	1,421.08	0.00						29,213.86
P2 - PD	508.13	508.13	508.13	400.68	508.13	429.92	0.00	165.97	179.08	179.08	31.71	88.88	3,507.84
P2 - SS	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00			0.00	0.00
JU	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00			0.00	0.00
SUM	19,074.00	77,171.92	22,315.84	66,643.17	10,447.33	10,186.20	41,546.79	165.97	179.08	179.08	31.71	88.88	248,029.97

Revenues													
LG	Napa	Nov	SV	SCWA	Napa County	North Marin	Marin Cnty	City of Petaluma	City of Amer Canyn	Valley of the Moon	City of Sonoma	Marin Muni	Totals
Phase 1	14,116.00	62,194.01	16,792.00	53,572.01	6,964.00	6,964.00	34,398.01						195,000.04
Arra	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
Phase 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
P2 - PD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
P2 - SS	29,765.00	29,765.00	29,765.00	29,765.00	29,765.00	0.00	0.00					0.00	148,825.00
JU	60,571.00	68,143.00	68,143.00	68,143.00	68,143.00	68,143.00	68,143.00		0.00			0.00	469,429.00
SUM	104,452.00	160,102.01	114,700.00	151,480.01	104,872.00	75,107.00	102,541.01	0.00	0.00	0.00	0.00	0.00	813,254.04

EXPENSES													
LG	Napa	Nov	SV	SCWA	Napa County	North Marin	Marin Cnty	City of Petaluma	City of Amer Canyn	Valley of the Moon	City of Sonoma	Marin Muni	Totals
Phase 1	(9,874.23)	(43,504.46)	(11,745.69)	(37,474.07)	(4,870.96)	(4,870.96)	(24,061.54)						(136,401.91)
Arra	(1,797.37)	(7,915.67)	(2,137.41)	(6,818.59)	(886.47)	(886.47)	(4,378.72)						(24,820.69)
Phase 2	(4,397.25)	(4,397.25)	(4,397.25)	(4,397.25)	(4,397.25)	(4,397.25)	0.00						(26,383.47)
P2 - PD	(1,938.58)	(1,938.58)	(1,938.58)	(1,528.58)	(1,938.58)	(1,938.58)	0.00	(683.34)	(683.34)	(683.34)	(103.42)	(306.58)	(13,681.51)
P2 - SS	(8,293.06)	(8,293.06)	(8,293.06)	(8,293.06)	(8,293.06)	0.00	0.00	(8,293.06)				(8,293.06)	(58,051.40)
JU	(25,249.02)	(25,249.02)	(25,249.02)	(25,249.02)	(25,249.02)	(25,249.02)	(25,249.02)	(11,047.41)				(11,047.41)	(198,837.97)
SUM	(51,549.50)	(91,298.03)	(53,761.00)	(83,760.57)	(45,635.34)	(37,342.28)	(53,689.28)	(683.34)	(20,023.80)	(683.34)	(103.42)	(306.58)	(458,176.94)

BALANCES													
LG	Napa	Nov	SV	SCWA	Napa County	North Marin	Marin Cnty	City of Petaluma	City of Amer Canyn	Valley of the Moon	City of Sonoma	Marin Muni	Totals
Phase 1	8,365.95	54,106.90	10,919.22	45,896.15	6,622.38	6,556.62	32,697.98						165,165.21
Arra	6,076.75	26,763.20	7,229.82	23,058.12	3,000.89	2,985.16	14,806.56						83,920.51
Phase 2	2,170.33	2,170.33	2,170.33	2,170.33	(2,874.75)	(2,976.17)	0.00						2,830.39
P2 - PD	(1,430.45)	(1,430.45)	(1,430.45)	(1,127.90)	(1,430.45)	(1,508.66)	0.00	(517.37)	(504.26)	(504.26)	(71.71)	(217.70)	(10,173.67)
P2 - SS	21,471.94	21,471.94	21,471.94	21,471.94	21,471.94	0.00	0.00	(8,293.06)				(8,293.06)	90,773.60
JU	35,321.98	42,893.98	42,893.98	42,893.98	42,893.98	42,893.98	42,893.98	(11,047.41)				(11,047.41)	270,591.03
SUM	71,976.50	145,975.90	83,254.84	134,362.62	69,683.99	47,950.92	90,398.52	(517.37)	(19,844.72)	(504.26)	(71.71)	(217.70)	603,107.07

INTEREST (unallocated)													\$ 3,142.91
TOTAL W/ INTEREST													\$ 606,249.98

ITEM NO. 9 THIRD REVISED MEMORANDUM OF UNDERSTANDING APPROVAL PROCESS – STATUS REPORT

Action Requested: None at this time.

The Board approved the Third Revised Memorandum of Understanding on March 25, 2013, which authorized approval by the member agencies. Following is the approval schedule by date:

Meeting Date	Agency	Contact Person
April 16, 2013	North Marin Water District	Drew McIntyre
April 17, 2013	Napa Sanitation District	Jeff Tucker
April 23, 2013	Napa County	Phillip Miller
May 2, 2013	Las Gallinas Valley Sanitary District	Susan McGuire
May 6, 2013	City of Petaluma	Dan St. John
May 7, 2013	Marin Municipal Water District	Paul Sellier
May 13, 2013	Novato Sanitary District	Beverly James
May 14, 2013	Sonoma County Water Agency	Kevin Booker
May 14, 2013	Sonoma Valley County Sanitary District	Kevin Booker

Stephanie Reynolds, Sonoma County Water Agency prepared eighteen original copies and sent to Drew McIntyre at NMWD to get the process started. The agencies will likely hand-deliver the packet of MOUs to the next agency in line to avoid damage and or loss in the mail.

The Program Manager sent to the Technical Advisory Committee three versions of the MOU: final approved by the NBWRA Board, redline with comments, and redline without comments to assist in preparing your Board/Council reports. A sample staff report was also provided.

Recommendation

None at this time.

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Agenda Explanation
 North Bay Water Reuse Authority
 Board of Directors
 April 15, 2013

ITEM NO. 10 REQUEST FOR STATEMENT OF QUALIFICATIONS / REQUEST FOR PROPOSALS PROCESS – STATUS REPORT

Action Requested: None at this time.

At the March 25, 2013 meeting the Board approved a process and schedule for developing two master agreements for Engineering, Environmental, and Outreach; and Legislative Development Services. Following is an updated schedule for the Board's information:

February 15, 2013	Draft SOQs to TAC for review <input checked="" type="checkbox"/>
March 25	Board approves SOQ/RFP Process <input checked="" type="checkbox"/>
March 29	Complete list of consultants to receive SOQs <input checked="" type="checkbox"/>
April 10	Issue SOQs to selected consultants <input checked="" type="checkbox"/>
April 24	Kevin Booker and Program Manager develop rating sheet for TAC use
May 1	Deadline for consultants to submit Statements of Qualifications (SOQs)
May 3	Finance Committee (FC) review SOQs to determine if they meet the minimum qualifications and report to the TAC
May 15	TAC completes SOQ review and submits rating sheets to Kevin Booker
May 16	Kevin Booker notifies firms selected for presentations to TAC. Booker and Program Manager develop schedule for May 20.
May 20	Board receives update on SOQ process
May 20	TAC interviews selected firms and compiles shortlist. Anticipate four or five firms and allow 30 minutes for each. TAC agrees on shortlist.
May 21	Shortlist requested to submit formal proposals Note that this step and all following steps may be delayed pending decisions on federal funding availability.
June 14	Proposals due from shortlist consultants
June 24	FC complete review of RFPs and submits findings to TAC
July 15	Go/No Go Point. TAC completes review of RFPs and interviews selected firms
August 14	Final recommendation from TAC to Program Manager for Board Agenda packet
August 19	Board approves selection of consultants for Engineering, Environmental, and Outreach; and Legislative Development Services (two primes with subs – two agreements total)
November 1	Prepare and negotiate scopes such that SCWA completes agreement approval process and issues Notices to Proceed to both consultants December Grant applications for Phase 1 WaterSMART and Phase 2 Feasibility Study cost sharing completed and submitted to USBR
March 17, 2014	Go/No Go Point. Board presentation of Scoping Studies recommendations triggers preparation of budget to conduct Phase 2

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Agenda Explanation
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	Feasibility Study and Program/Legislative Development services. Notice of award of feasibility study.
April/May	Scopes and budgets negotiated for Phase 2 Feasibility Study both with and without federal grant
May 19	Go/No Go Point. Board approved proceeding with Phase 2 and preparation of Feasibility Study agreements.

The schedule includes **Go/No Go** Decision Points for the Board. The above schedule also indicates the steps that have been completed. It is acknowledged that the proposed schedule is subject to modification after the selection of the short list (the end of May 2013) through the SOQ process. However, it is prudent to be prepared for whatever federal funding for the Phase 2 Feasibility Study becomes available.

Recommendation

None at this time.



NORTH BAY WATER REUSE PROGRAM

Expanding Water Supplies with Regional Reuse



April 10, 2013

The Honorable Jimmy Gomez
 State Capitol
 Room 2176
 P.O. Box 942849
 Sacramento, CA 94249-0080

AB 803 – As Amended April 9, 2013 - Support

Dear Assemblymember Gomez:

I am writing on behalf of the North Bay Water Reuse Authority (NBWRA) in support of AB 803 (Gomez), the Water Recycling Act of 2013. NBWRA is a coalition of water and wastewater agencies in Napa, Sonoma, and Marin Counties that have pooled resources to maximize the use of recycled water in the North Bay. The agencies have a federally approved program known as the North Bay Water Reuse Program and are currently constructing Phase 1 projects totaling over \$100,000,000. NBWRA is currently studying the possibility of adding additional projects through Phase 2, which will equal or exceed the value of Phase 1.

NBWRA strongly supports AB 803 as it will remove barriers to the increased use of recycled water and ensure protection of public health and safety by:

- Putting into statute definitions and procedures that change Title 17 and Title 22 of the Department of Public Health's (DPH) California Code of Regulations regarding recycled water. WaterReuse California has worked with DPH and stakeholders for years to get many of these changes adopted by DPH. The departments repeated failure to act on updating regulations has led the author to put the changes into statute until such time DPH acts. Examples of the changes include sensible restrictions on non-potable water hose bibbs in cemeteries and updated definitions of water treatment processes.
- Aligning existing provisions in law to reduce unnecessary paperwork that results from the reporting of incidental run-off from recycled water projects. The Health and Safety Code requires even minor over-spraying or street flow to be reported. However, the Water Code instead sets a reasonable requirement based on the size of the discharge and the level of treatment the water receives. The bill allows the Water Code reporting threshold for

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The Honorable Jimmy Gomez
 April 10, 2013
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unauthorized discharge of recycled water to be used. The Water Code specifies a reporting threshold unauthorized discharge of water treated to less than tertiary standards is 1,000 gallons. The Water Code reporting threshold for unauthorized discharge of higher quality water treated to tertiary or above, is 50,000 gallons.

- Clarifying existing Regional Water Quality Control Board (RWQCB) authority to permit Advanced Treated Purified Water (ATPW) projects at the point where the highly treated water exits the treatment plant and enters a conveyance facility. Since existing law still considers ATPW a waste, SWRCB considers a blend of ATPW with other raw waters in a conveyance facility to be a waste and subject to waste discharge requirements prior to discharge to surface water such as a water supply reservoir. The quality of other raw water may render the blended water incapable of meeting expected discharge requirements, although ATPW alone would be expected to meet requirements. This is a barrier for two proposed large potable reuse projects. The bill will clarify the Regional Board's authority to allow permitting of these drinking water quality recycled water projects at the point of discharge from their treatment plants.

Thank you for your support of water recycling. Please let me know if NBWRA can be of any assistance in helping AB803 pass into law.

Sincerely,



David Rabbitt
 Chair

c: NBWRA Board Members
 NBWRA Technical Advisory Committee Members
 Dave Smith, WaterReuse