

**North Bay Water Reuse Authority  
Technical Advisory Committee  
Minutes  
January 27, 2014**

**1. Call to Order and Self Introductions**

Vice-Chair Healy called the Technical Advisory Committee (TAC) meeting to order at 11:35 a.m. on Monday, January 27, 2014. The meeting was held at Novato City Hall Council Chambers, 901 Sherman Avenue, Novato, CA 94945.

**Committee Members Present**

|                       |                                       |
|-----------------------|---------------------------------------|
| Tim Healy, Vice Chair | Napa Sanitation District              |
| Mike Cortez           | Las Gallinas Valley Sanitary District |
| Pam Jeane             | Sonoma Valley County Water District   |
| Sandeep Karkal        | Novato Sanitary District              |
| Drew McIntyre         | North Marin Water District            |
| Phillip Miller,       | County of Napa                        |
| Dan St. John          | City of Petaluma                      |
| Paul Sellier          | Marin Municipal Water District        |
| Renee Webber          | Sonoma County Water Agency            |

**Others Present**

|                             |                                       |
|-----------------------------|---------------------------------------|
| Chuck Weir, Program Manager | Weir Technical Services               |
| Kevin Booker                | Sonoma County Water Agency            |
| Ginger Bryant               | Bryant & Associates                   |
| Megan Clark                 | Las Gallinas Valley Sanitary District |
| Grant Davis                 | Sonoma County Water Agency            |
| Barry Dugan                 | Data Instincts                        |
| Andria Loutsch              | CDM Smith                             |
| Mark Millan                 | Data Instincts                        |
| Pilar Oñate-Quintana        | The Oñate Group                       |
| Michael Savage              | Brown & Caldwell                      |
| Jake Spaulding              | Sonoma County Water Agency            |
| Jeff Tucker                 | Napa Sanitation District              |
| Leah Walker                 | City of Petaluma                      |

**2. Approval of the Agenda**

The Agenda was unanimously approved as presented.

**3. Public Comments**

There were no public comments.

**4. Consent Items**

**4.a December 16, 2013 TAC Meeting Minutes**

The minutes were unanimously approved with one minor correction.

## **5. Report from the Program Manager**

The Report from the Program Manager included the following items:

### **5.a Action Items from the December 16, 2013 Meetings**

The TAC reviewed the list of action items and noted that all items are on track

## **6. Summarize Board Meeting and List Action Items**

The primary action item is for all agencies to determine their participation in Phase 2 and finalize their list of projects for budget purposes by March 3, 2014.

## **7. Proposed Budgets for FY14/15, FY15/16, and FY16/17**

The TAC discussed the proposed budgets and the impact on Phase 2 Feasibility Study costs if the total project cost is changed or if one or more agencies do not participate. As an action item the TAC agreed to notify everyone as soon as possible if they are participating in Phase 2 and changes to their project costs as soon as possible. The Program Manager will send revised budgets to everyone within 24 hours of receipt of changes to project costs. The TAC also discussed possible cost sharing methods for Joint Use costs based on the discussion at the Board meeting. Number of ratepayers was suggested at the Board meeting, but that does not really apply to possible benefit. The Program Manager suggested making the cost sharing similar to Phase 1 by splitting 25% of the cost equally and the remaining 75% on the basis of total Phase 1 and Phase 2 project costs. As an action item, the Program Manager will send a revised budget to the TAC using this method for their review. The Program Manager will also provide information on the cost per million dollars if the total project cost is reduced to \$180 million. As an action item, Andria Loutsch will send out the most current list of projects and their estimated costs. It was also noted that the current list of projects totaling \$206,700,000 will remain in the Scoping Study Report. It was understood that the total may change for budget purposes only.

## **8. Bay Area Integrated Regional Water Management Plan (BAIRWMP) Integrated Regional Water Management Implementation Grant Program Request for Regional Concept Submittals**

The TAC discussed how to submit proposals for Round 3 funding. Following discussion and as an action item, the TAC agreed to use remaining funds in Phase 1 in CDM Smith's agreement to provide assistance with proposals for BAIRWMP Round 3. Agencies not participating in Phase 1 may need to contract directly with CDM Smith in order to participate.

## **9. Items from Committee, Agency Staff, or Consultants**

There was a question regarding federal funding for storage projects. Ginger Bryant indicated that 50% funding is still under consideration.

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

Items for the February 19, 2014 TAC Agenda include:

- a. Revised FY14/15, FY15/16, and FY16/17 Budget and cost allocations
- b. Discussion of Phase 2 participation and project costs

Action items from this meeting included the following:

- a. Member Agencies to notify everyone as soon as possible if they are participating in Phase 2 and changes to their project costs as soon as possible. The Program Manager will send revised budgets to everyone within 24 hours of receipt of changes to project costs.
- b. The Program Manager will send a revised budget to the TAC using the 25% equal shares and 75% based on total Phase 1 and 2 project costs for joint use costs for their review.
- c. Andria Loutsch will send out the most current list of projects and their estimated costs.
- d. TAC agreed to use remaining funds in Phase 1 in CDM Smith's agreement to provide assistance with proposals for BAIRWMP Round 3. Agencies not participating in Phase 1 may need to contract directly with CDM Smith in order to participate.

Vice-Chair Healy adjourned the meeting at 12:25 p.m.

*NEXT MEETING INFORMATION: Next meeting will be at Novato Sanitation District on Wednesday, February 19, 2014.*

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