



Technical Advisory Committee Meeting
Freeway Well Planning Project, Proposition 1 Grant # D1812519
June 13, 2019 from 10:00 am-11:00pm
Dial-in: 1-530-792-3299, Room Code: #2303#

MINUTES

The Agenda and handouts are provided prior to the meeting attached. Action items are highlighted below.

1. **Welcome/Introductions** – Attendees include the following:

- | | |
|-----------------------------------|--------------------------------------|
| ✓ Close, Colin (Santa Rosa Water) | ✓ Reeves, Robert (SWRCB) |
| ✓ Connell, Jim (West Yost) | ✓ Restad, Anthony (Santa Rosa Water) |
| ✓ Homan, Nate (West Yost) | ✓ Rodgers, Andy (West Yost) |
| ✓ Nakano, Gerry (West Yost) | ✓ Tibbals, Jason (Santa Rosa Water) |
| ✓ Rangi, Aparjeet (SWRCB) | ✓ Tischler, Jim (RWQCB) |

2. **Schedule update** – (see Revised A-6 Submittal Schedule and Revised Detailed Project Schedule) – Colin reviewed the Submittal Schedule and noted deliverables are on track, and highlighted the following:

- Item 5.1 List of Stakeholder Advisory Group (SAG) members – being formed now. Invitees to date include the Santa Rosa Plain Groundwater Sustainability Agency’s Advisory Committee and 37 landowners approached previously for potential observation well sites and land use interviews.
 - RWB: Will provide contact information for Union Pacific Rail Road and Bradley properties.**
 - CITY: Will invite Union Pacific Rail Road and Bradley sites to join the SAG.**
- Item 5.2.1 SAG meeting Schedule - The SAG meeting is scheduled for July 8 from 2:00 pm – 2:45 pm at Santa Rosa Water, Utilities Field Office, Room A, 35 Stony Point Road, Santa Rosa.
- Item 9.1 Outreach Material and Web Links – The webpage for the Freeway Well project is live: www.srcity.org/FreewayWell. The public outreach meeting is tentatively scheduled to occur on August 1 at the City of Santa Rosa Board of Public Utilities (BPU) meeting.
 - CITY: Will provide details for the Public Outreach meeting once the date is set.**

Colin reviewed the Detailed Project Schedule and outlined the **estimated** construction schedule (below):

- June 18 – Advertise
- July 16 – Open bids
- July 17 – Award (minor contract, under City Manager approval)
- July 19 – Packet from contractor
- August 26 – Notice to Proceed
- September 10 – Begin work
- Mid-Dec (or earlier) – Complete construction (65 business days allowed in contract)

3. **Revisions to the MRP** (see Appendix D) – SWB and RWB staff discussed their recommendation to coordinate groundwater level monitoring with Union Pacific Rail Road (UPRR) and their consultant. The TAC also discussed grant agreement section 7.2.5 which calls for characterizing and mapping the nature and extent of groundwater TCE contamination in the area and the inclusion of UPRR summary water quality data (TCE plume mapping and time-series plots of TCE movement) collected and prepared by UPRR in the City’s Remedial Investigation Report (RI Report). There was also a discussion about the purpose of the grant being to study the feasibility of options for cleaning up and/or protecting groundwater at the Freeway Well site.
 - CITY: City will reach out to UPRR and try to collaborate with them to include UPRR MW-44 and MW-45 in the City’s observation well network for groundwater level monitoring during the constant rate pump test. Will revise MRP and Figure 1: Observation Wells as needed. Will include existing UPRR water quality data in RI report. Will include feasibility of options for cleaning up and/or protecting groundwater at Freeway Well site in the Feasibility Study.
 - STATE: SWB and RWB will provide more detailed guidance about what is needed to achieve the requirements outlined in section 7.2.5 of the grant agreement.
 - RWB: Will help locate additional information about the monitoring wells installed at UPRR site (e.g., well construction logs).
4. **Status of observation well search and Right of Way agreements** (see Figure 1: Observation Wells) – Colin updated the TAC on repeated outreach to 37 sites (phone, email, and USPS) in an effort to engage property owners in the project as potential observation well sites and/or for land use history interviews focused on VOC storage and use prior to 1980s. Four sites have agreed to participate as observation well locations, and Right of Entry Forms for these sites are being processed.
 - CITY: Will describe outreach efforts and results in the Remedial Investigation report.
5. **Site construction activities** – Gerry (West Yost) provided an update on construction. The TAC discussed milestones for site visits by SWB and RWB staff during construction and determined they would like to observe the installation of the multiple completion monitoring well casings and the constant rate pump test.
 - CITY: Will provide advance notice to SWB and RWB staff about dates for these activities (at least 10 work days whenever possible) and updates as timing/circumstances change.
6. **Geotracker Data Upload** – SWB discussed required uploads to Geotracker.
 - CITY: Will upload key deliverables to Geotracker: (a) final approved versions of the QAPP, MRP, and RI Workplan, (b) Freeway Well site data, and (c) approved final versions of the RI Report and Feasibility Study.
7. **Next TAC meeting** – The TAC determined that the next meeting will be in mid-August.
 - CITY: Will work with TAC members to finalize date/time and schedule meeting in August.
8. **Adjourn** – The meeting was adjourned at approximately 11:20 am.
 - CITY: Will produce and route the minutes.



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Attendees:

- Close, Colin (Santa Rosa Water)
- Connell, Jim (West Yost)
- Gudino, Teresa (Santa Rosa Water)
- Homan, Nate (West Yost)
- Nakano, Gerry (West Yost)
- Rangi, Aparjeet (SWRCB)
- Reeves, Robert (SWRCB)
- Rodgers, Andy (West Yost)
- Tibbals, Jason (Santa Rosa Water)
- Tischler, Jim (RWQCB)

Agenda

1. Welcome/Introductions – City
2. Schedule update – City
 - See Revised A-6 Submittal Schedule (attached)
 - See Revised Detailed Project Schedule (attached)
3. Revisions to the MRP, based on comments from RB and DFA – West Yost
 - See Appendix D (attached)
4. Status of observation well search and Right of Way agreements – City and West Yost
 - See Figure 1: Observation Wells (attached)
5. Site construction activities – West Yost
6. Geotracker Data Upload for Prop 1 Projects – SWB
7. Next TAC meeting – City
8. Adjourn by 11:00 am

Freeway Well Planning Project, City of Santa Rosa, Grant # D1812519

REVISED A-6.

Submittal Schedule

Version Date: January 22, 2019

ITEM	DESCRIPTION OF SUBMITTAL	CRITICAL DUE DATE	ESTIMATED DUE DATE
EXHIBIT A-3 PROJECT-SPECIFIC SCOPE OF WORK			
1.	Project Management		
1.2	Notification of Upcoming Meetings, Workshops, and Trainings		Ongoing
1.3	Detailed Project Schedule	60 Days after Execution	
1.4	Periodic and Final Site Visits		As Needed
1.5	Pre-, During, and Post-Construction Photos		Ongoing
2.	General Compliance Requirements/Project Effectiveness and Performance		
2.1	GPS Information		Ongoing
2.2	Monitoring and Reporting Plan (MRP)		January 2019 April 2019
2.3	Quality Assurance Project Plan (QAPP)		November 2019 June 2019
3.	Permitting and Environmental Compliance		
3.1	List of Approvals, Entitlements or Permits for the Planning Project		February 2019 March 2019
3.2	Final CEQA Documentation	Completed	
4.	Technical Advisory Committee (TAC)		
4.1	List of TAC Members	90 Days after Execution	
4.2	Summary of Kickoff Meeting		Ongoing
4.3	Agendas, Meeting Minutes, and Sign-In Sheet(s)		90 Days after Execution
5.	Stakeholder Advisory Group (SAG)		
5.1	List of SAG Members		November 2018 June 2019
5.2.1	SAG Meeting Schedule		December 2018 June 2019
5.2.2	Meeting Materials, Summary of Feedback and Comments, and Sign-In Sheet(s)		Ongoing
6.	Remedial Investigation Workplan		
6.1	Remedial Investigation Workplan		December 2018 April 2019

ITEM	DESCRIPTION OF SUBMITTAL	CRITICAL DUE DATE	ESTIMATED DUE DATE
EXHIBIT A-3 PROJECT-SPECIFIC SCOPE OF WORK			
7.	Remedial Investigation Reporting		
7.1.2	Proposed Changes from Approved Workplan(s)		As Needed
7.2.	Remedial Investigation Report		April 2020 August 2020
7.2.3	Summary of Field Work Activities		April 2020 August 2020
8.	Feasibility Study Report		
8.1	Feasibility Study Report		January 2021
9.	Public Outreach		
9.1	Outreach Material and Web Links		April 2019 July 2019
9.2	Workshop Materials, Sign-in Sheet(s) and Photo Documentation		July 2019 September 2019
EXHIBIT A-5 REPORTING			
(a)	Progress Reports	Quarterly	
(b)	As Needed Information or Reports		
(c)	Final Reports		
(c)(1)	Draft Final Project Report	January 31, 2021	
(c)(2)	Final Project Report	March 31, 2021	
(c)(3)	Final Project Summary	Before Final Disbursement Request	
EXHIBIT B – FUNDING PROVISIONS			
4 (b)	Final Disbursement Request	May 31, 2021	
9 (b)(4)	Disbursement Requests	Quarterly	

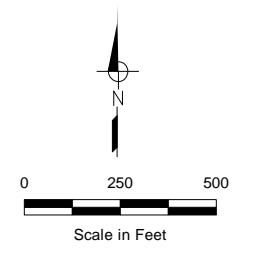
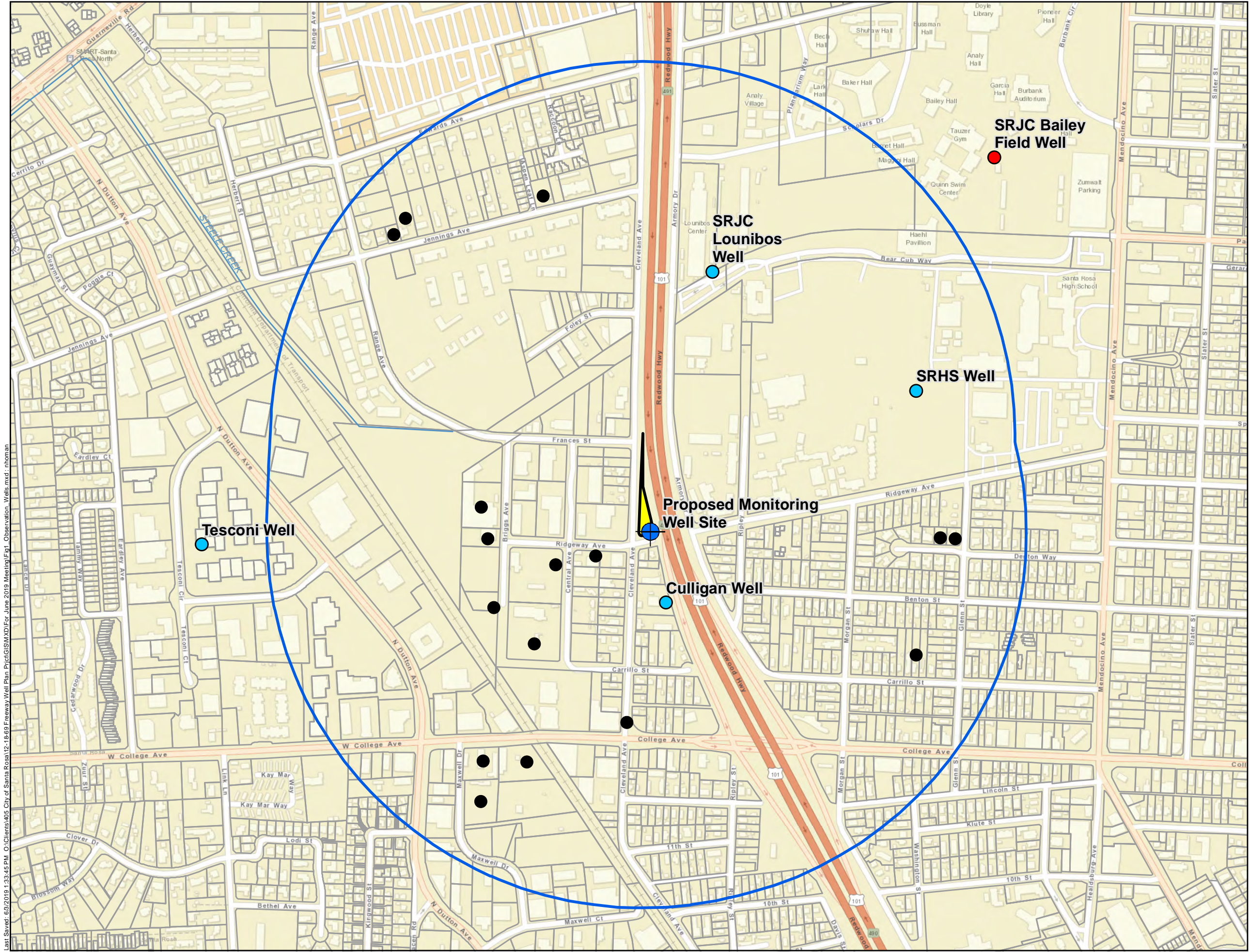
APPENDIX D

Comment Response Log for Draft Remedial Investigation Workplan and Monitoring Plan








Table D-1. Comment Response Log for Draft Remedial Investigation Workplan and Monitoring Plan

Agency	Report	Section	Comment	Response
SWB DFA	All	-	Include disclosure statement.	Included section at end of each report with disclosure statement.
SWB DFA	Work Plan	2.0	Include latest VOC sampling data with date in a tabular format for the Freeway Well.	Table and accompanying text added to section.
SWB DFA	Work Plan	6.0	Any permits and CEQA clearance already filed with the State Clearing House to perform test boring or monitoring well construction must be described.	Added text stating that the project is covered under an NOE. Relevant documents included in new Appendix C.
SWB DFA	Work Plan	6.5	This section should be revised to describe the handling of investigation derived waste.	Requested information added to text.
SWB DFA	Work Plan	7.0	Indicate the type of Level Logger troll pressure transducer that will be installed in the observation well network.	Requested information added to text.
SWB DFA	Work Plan	7.0	Indicate data collection intervals for loggers during the aquifer testing.	Added reference to section 3.3.1 of the Monitoring Plan, where this topic is discussed in detail.
SWB DFA	Work Plan	7.0	Describe if data loggers will be vented or non-vented and what steps will be taken to correct for barometric fluctuations in the subsurface.	Specified that loggers are vented in the text. Therefore, no barometric corrections will be necessary.
SWB DFA	Work Plan	8.1	Indicate the interval for groundwater elevation measurements in the observation wells during the 12-hour Step Testing.	Added reference to section 3.3.1 of the Monitoring Plan, where this topic is discussed in detail.
SWB DFA	Work Plan	8.1	Confirm if the groundwater elevation data collected from the pressure transducers during the step testing will be confirmed via manual gauging in the observation well network.	Added reference to section 3.3.1 of the Monitoring Plan, where this topic is discussed in detail. Manual measurements will be taken from all observation wells prior to step testing. During constant rate testing, manual measurements will be collected on a daily basis from the multiple completion monitoring well.
SWB DFA	Work Plan	9.3	Indicate if the Freeway Well properties such as yield, drawdown, efficiency, capture zone will be evaluated in addition to the hydraulic properties of the aquifer.	Section rewritten to clarify that these properties will be evaluated.
SWB DFA	Work Plan	Appendix C	Provide manufacturer recommended calibration procedures and specifications for the In-Situ pressure transducers.	Included in new Appendix D.
SWB DFA	Work Plan	Appendix C	Provide specification sheets for equipment/probes such as interface probe, submersible pump used during sampling and gauging.	Included in new Appendix D.
SWB DFA	Work Plan	Appendix D	Provide sample field data sheets for groundwater elevation monitoring and transducer data in the attachments.	Sample field data sheet for manual groundwater elevation measurements included in new Appendix E. Transducer data will be downloaded and processed electronically, therefore no field data sheets are required for transducer data. Date, time, and conditions under which transducer data is downloaded will be noted in the project field notebooks.
SWB DFA	Monitoring Plan	3.1	Once the observation/monitoring well locations are finalized, the MP must be updated to include all pertinent well information (depth of casing, screen interval, filter pack, distance from freeway well, construction type, etc.).	Updated MP text to discuss the properties of the wells selected for inclusion in the observation well network. Included a new figure showing the location of the selected observation wells. Appendix A includes available data on well properties.
SWB DFA	Monitoring Plan	3.1.2	Monitoring network that only includes three private wells may be insufficient for this purpose.	Added text describing the City's outreach efforts. Only four of the well owners contacted by the City expressed willingness to participate in the Project.
SWB DFA	Monitoring Plan	6.4	Naming convention for monitoring wells/nested wells/observation wells should be consistent. Naming conventions for nested wells/monitoring wells are used interchangeably throughout the text.	All references to nested wells removed. Multiple completion monitoring wells and observation wells are now the only terms used. Change made to both the Workplan and Monitoring Plan.
SWB DFA	Monitoring Plan	8.4	Indicate if the City plans to collect groundwater samples from the Freeway well before the start of the Constant/Step test. Provide justification if not.	The City does not plan to collect a groundwater sample from the Freeway Well prior to the Step and Constant Test. Because the Freeway Well has been inactive for years, any sample collected prior to the step or constant rate pumping will not be representative of true aquifer conditions. Text added to both the Monitoring Plan and Work Plan.
SWB DFA	Monitoring Plan	Appendix B	Please include field sample data sheets in Appendix B.	Included in new Appendix C.
SWB DFA	Monitoring Plan	-	All the soil and groundwater data collected as part of this Project is required to be uploaded on the State Board's Geotracker database. DFA will provide the site Geotracker global ID to allow upload of this data.	Added sentence stating that data will be uploaded to Geotracker.
NCRWQCB	Monitoring Plan	3.1.2	West Yost Associates should clarify the statement that potential observation wells less than 100 ft deep are not being considered because the upper water level is known to be impacted by contaminants and will not be utilized by the Freeway Well. The referenced upper-zone groundwater likely contains the source(s) of the VOC contamination that has impacted the Freeway well, and any future sustained pumping from the Freeway well should likely draw contamination from upper-zone groundwater.	Water level data to be collected from selected observation wells will be used to establish the baseline direction of regional groundwater flow and flow gradient. Therefore, the water level measurements from these selected observation wells should be reflective of the deeper, regional aquifer system in the area of the Freeway Well. The City has conducted an extensive public outreach program to identify and meet with well owners of wells located up-gradient, down-gradient and cross-gradient of the Freeway Well site, and is now working with four such well owners to secure Right-of-Entry Agreements. Potential hydraulic interactions between different vertically stratified water bearing zones will be evaluated based on the site-specific lithologic sampling and e-logging data collected during the drilling and construction of the Multiple Completion Monitoring Well at the Freeway Well site. Hydraulic interactions between these encountered water bearing strata will be observed during the Freeway Well constant rate test (as monitored in the Multiple Completion Monitoring Well).
NCRWQCB	Monitoring Plan	-	The inclusion of shallow-zone observation wells should be considered. For example, three wells used to monitor the UPRR site.	See above response

SWB DFA = State Water Board Department of Financial Assistance
 NCRWQCB = North Coast Regional Water Quality Control Board



Symbology

-  Proposed Monitoring Well Site
- Potential Observation Wells**
-  Owner Responded, Well to be Included as Observation Well
-  Owner Responded, Well Not Suitable as Observation Well
-  No Response from Owner or Owner Declined to Participate in Project
-  2,000 ft Radius from Freeway Well
-  Freeway Well Site
-  Parcel

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Figure 1
Observation Wells
 City of Santa Rosa
 Freeway Well Planning Project