

**North Bay Water Reuse Authority  
Board of Directors Meeting  
Phase 2 Minutes  
February 27, 2012**

**1. Call to Order**

Chair Caldwell called the meeting to order at 10:06 a.m. on Monday, February 27, 2012 at the Novato Sanitary District Boardroom, 500 Davidson Street, Novato, CA 94945.

**2. Roll Call**

**PRESENT:** Keith Caldwell, Chair, Napa County  
Valerie Brown, Sonoma Valley County Sanitation District  
Larry Loder, Las Gallinas Valley Sanitary District  
Bill Long, Novato Sanitary Valley Sanitary District  
John Schoonover, North Marin Water District

**ABSENT:** David Rabbitt, Sonoma County Water Agency  
Jill Techel, Napa Sanitation District

**OTHERS**

<b>PRESENT:</b> Chuck Weir, Program Manager	RMC
Marc Bautista	Sonoma County Water Agency
Jack Baker	North Marin Water District
Kevin Booker	Sonoma County Water Agency
Bill Brook	CDM Smith
Ginger Bryant	Bryant & Associates
Beverly James	Novato Sanitary District
Pam Jeane	Sonoma Valley County Sanitation District
Andria Loutsch	CDM Smith
Susan McGuire	Las Gallinas Valley Sanitary District
Drew McIntyre	North Marin Water District
Mark Millan	Data Instincts
Phillip Miller	Napa County
Steve Moore	City of American Canyon
Pilar Oñate-Quintana	The Oñate Group
Jim O'Toole	ESA
Michael Savage	CDM Smith
Rem Scherzinger	City of Petaluma
Jeff Tucker	Napa Sanitation District
Renee Webber	Sonoma County Water Agency
Mark Williams	Las Gallinas Valley Sanitary District

**3. Public Comment**

No members of the public addressed the Board.

#### **4. Introductions**

Introductions were made during the Phase 1 meeting.

#### **5. Board Meeting Minutes of November 14, 2011**

A motion by Director Brown, seconded by Director Long was approved with Director Schoonover abstaining.

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

##### **6.a Consultant Progress Reports**

The Program Manager noted that this month's report included the January 2012 Progress Reports from the consultant team.

#### **7. Program Schedule and Project Definition Study Update**

Andria Loutsch, CDM Smith, provided an update on the status of the Study. She distributed a listing of the Phase 2 Project Definition Study Task Summary and a map showing conceptual Phase 2 pipeline alignments for the Overall Project Area. She noted that the Board will be asked to consider a Storage and User Study and budget at the May meeting. Director Long asked if there were maps showing the locations of all purple pipe installation. It was noted that some jurisdictions are requiring installation of purple pipe in new development even before recycled water has been provided to that area. It was suggested that a review of all recycled water master plans from local agencies should be considered.

#### **8. Technical Advisory Committee Recommendation to the Board Regarding the Initiation Fee for New Members**

The Program Manager noted that the TAC has been discussing this issue for the last several months. The TAC is recommending that the Board set the initiation fee for new members of NBWRA initially at 1.7% of the costs of their proposed Phase 2 projects and that this approach be presented to potential new members by assigning negotiating teams to meet on a County basis. The teams would include the NBWRA Board President, a Supervisor or Director from the respective County or agency within the County, staff from the respective County of agency, and applicable NBWRA consultants.

Michael Savage, CDM Smith, gave a presentation summarizing the following items: benefit to new members, rationale for an initiation fee, approach to determining the initiation fee, estimate of net costs and the resultant initiation fee, and the schedule for implementing the initiation fee.

The Board indicated that they felt the approach was reasonable. A motion by Director Brown, seconded by Director Long, that the initiation fee be set initially at 1.7% of the costs of Phase 2 projects for new members and that this approach be presented to potential new members by negotiating teams on a County basis was approved with Director Schoonover abstaining.

#### **9. Federal and State Legislation and Funding Overview**

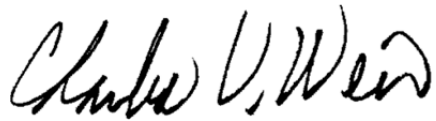
Ginger Bryant noted that her current efforts include efforts to secure federal cost sharing of 50% for storage in Phase 2.

## **10. Adjournment**

Prior to adjourning the meeting, Chair Caldwell and NBWRA participants thanked Past Chair Long for his many years of outstanding leadership and service to NBWRA.

There being no further business, Chair Caldwell adjourned the meeting at 10:40 a.m.

Minutes approved by the Board on May 21, 2012.

A handwritten signature in black ink, appearing to read "Charles V. Weir". The signature is written in a cursive style with a large, prominent initial "C".

Charles V. Weir  
Program Manager