

**North Bay Water Reuse Authority  
Board of Directors Meeting  
Phase 2 Minutes  
May 21, 2012**

**1. Call to Order**

Chair Caldwell called the meeting to order at 11:50 a.m. on Monday, May 21, 2012 at the Novato Sanitary District Boardroom, 500 Davidson Street, Novato, CA 94945.

**2. Roll Call**

**PRESENT:** Keith Caldwell, Chair, Napa County  
David Rabbitt, Vice-Chair, Sonoma County Water Agency  
Efren Carrillo, Sonoma Valley County Sanitation District  
Larry Loder, Las Gallinas Valley Sanitary District  
Bill Long, Chair, Novato Sanitary District  
Jill Techel, Napa Sanitation District

**ABSENT:** None

**OTHERS**

<b>PRESENT:</b> Chuck Weir, Program Manager	RMC
Marc Bautista	Sonoma County Water Agency
Kevin Booker	Sonoma County Water Agency
Ginger Bryant	Bryant & Associates
Grant Davis	Sonoma County Water Agency
Barry Dugan	Data Instincts
Tim Healy	Napa Sanitation District
Beverly James	Novato Sanitary District
Liz Lewis	Marin County
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
Monica Oakley	RMC
Pilar Oñate-Quintana	The Oñate Group
Jim O'Toole	ESA
Michael Savage	CDM Smith
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**

No introductions were necessary.

#### **5. Board Meeting Minutes of February 27, 2012**

Director Long noted that his agency should be corrected. A motion by Director Rabbitt, seconded by Director Long to approve the February 27, 2012 minutes as amended was approved with Directors Rabbitt and Techel abstaining.

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

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

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

#### **7. Project Definition Study Update**

Mike Savage, CDM Smith updated the Board on the status of the tasks in their scope for the Project Definition Study.

#### **8. Initiation Fee and Related New Member Budget Issues Status and Recommended Modifications to Process**

The Program Manager discussed the history of the initiation fee, attempts to set up meetings, rationale for holding the meetings in July when funds will be available, and a recommendation to expand the scope of the meetings. There was discussion regarding the need to include the Board Chair and a Director from the specific County in the meetings. A motion by Director Rabbitt, seconded by Director Loder to include the Board Chair and Directors as needed in the meetings, and to expand the meeting discussion to include the initiation fee, budget participation issues, partnering issues, and membership in NBWRA was unanimously approved.

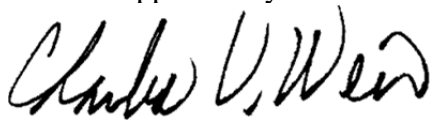
#### **9. Federal and State Legislation and Funding Overview**

Ginger Bryant noted that she is in the process of scheduling a narrowly focused tour for Congressman Thompson.

#### **10. Adjournment**

There being no further business, Chair Caldwell adjourned the meeting at 12:04 p.m.

Minutes approved by the Board on August 20, 2012.



Charles V. Weir  
Program Manager