

**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, 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..

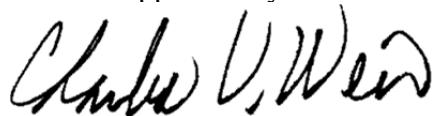
16. Outreach Program Update

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 April 15, 2013.



Charles V. Weir
Program Manager