

North Bay Water Reuse Authority
Board of Directors Meeting
Minutes
May 20, 2013

1. Call to Order

Chair Rabbitt called the meeting to order at 9:37 a.m. on Monday, May 20, 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
Jill Techel, Napa Sanitation District
John Schoonover, North Marin Water District
Dan St. John, City of Petaluma
Paul Sellier, Marin Municipal Water District

ABSENT: None

OTHERS

PRESENT:

Chuck Weir, Program Manager	Weir Technical Services
Kevin Booker	Sonoma County Water Agency
Ginger Bryant	Bryant & Associates
Mike Cortez	Las Gallinas Valley Sanitary District
Barry Dugan	Data Instincts
Tim Healy	Napa Sanitation District
David Iribarne	City of Petaluma
Beverly James	Novato Sanitary District
Sandeep Karkal	Novato Sanitary District
Craig Lichty	Kennedy Jenks
Andria Loutsch	CDM Smith
Drew McIntyre	North Marin Water District
Mark Millan	Data Instincts
Phillip Miller	Napa County
Monica Oakley	RMC
Pilar Oñate-Quintana	The Oñate Group (by telephone)
Dave Richardson	RMC
Michael Savage	Brown & Caldwell
Judy Schriebman	Las Gallinas Valley Sanitary District
Jake Spaulding	Sonoma County Water Agency
Renee Webber	Sonoma County Water Agency

3. Public Comment

No members of the public addressed the Board

4. Introductions

Introductions were waived.

5. Board Meeting Minutes of April 15, 2013

A motion by Director Schoonover, seconded by Director Gorin to approve the April 15, 2013 minutes was unanimously approved.

6. Report from the Program Manager

6.a Consultant Progress Reports

The Board reviewed the consultant progress reports for April 2013. The Program Manager highlighted the remaining agenda items.

7. Financial Report for the Period Ending April 30, 2013

The Board reviewed the summary of consultant costs through the period ending April 30, 2013 and noted that all costs were on track. The Board also reviewed the spreadsheets maintained by Sonoma County Water Agency and noted that costs were tracking as planned. There was one question regarding apparent overpayment of assessments. With the addition of City of Petaluma and Marin Municipal Water District assessments for the other member agencies have been reduced and the overpayments will be refunded.

8. Third Revised Memorandum of Understanding – Status Report

The Board reviewed the schedule for approval of the Memorandum of Understanding (MOU) by the member agencies and noted that the MOU became official when the sixth agency approved it on May 7, 2013. Sonoma County Water Agency and Sonoma Valley County Sanitation District are scheduled to approve the MOU on May 21, 2013. Once those two agencies have signed it, two original copies will be sent to each of the nine member agencies.

9. Request for Statements of Qualifications / Requests for Proposals Process – Status Report

The Board reviewed the status of the Statements of Qualifications (SOQs) that were submitted and reviewed by the Technical Advisory Committee (TAC). The Board noted that the TAC would be reviewing the scoring, developing short lists and modifying the schedule as needed. A report will be presented to the Board at the August 19, 2013 meeting.

10. Phase 1 Projects Report

The Board reviewed the status of Phase 1 construction projects.

11. Program Development – Federal Advocacy Update

Ginger Bryant provided an update for the Board. She noted that the Commissioner supports the program and that feasibility study funding may become available in the fall. She is working to increase the amount of funds available. She also noted that Senator Feinstein is willing to introduce a water reuse bill provided that additional sponsors acquired.

12. State Advocacy Update

Pilar Oñate-Quintana was available by telephone. She provided a written update to the Program Manager and he noted several items on her behalf. Items included: status of the Water Bond, status of AB803 and AB1200, and a planned tour for NBWRA-area legislators on July 24, 2013.

13. Outreach Program Update

Mark Millan noted that a short video is being developed to post on the website as well as to use in introducing the program to state and federal legislators. .

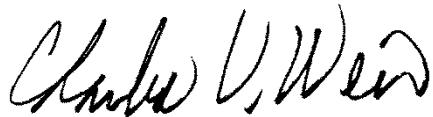
14. Workshop #3 North Bay Water Reuse Program Phase 2 Scoping Study

Mike Savage, Andria Loutsch, and Ginger Bryant led the group in Workshop #3. Topics included: 1) Overview of member agency meetings and potential projects, and 2) Path forward to formulating and screening alternatives. Participants offered suggestions for developing the screening criteria.

15. Adjournment

Chair Rabbitt adjourned the meeting at 11:03 a.m.

Minutes approved by the Board August 19, 2013.



Charles V. Weir
Program Manager