

**North Bay Water Reuse Authority  
Board of Directors Meeting  
Minutes  
May 19, 2014**

**1. Call to Order**

Chair Rabbitt called the meeting to order at 9:38 a.m. on Monday, May 19, 2014 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  
Megan Clark, Las Gallinas Valley Sanitary District  
Jack Gibson, Marin Municipal Water District  
Susan Gorin, Sonoma Valley County Sanitation District  
Mike Healy, City of Petaluma  
Phillip Miller, Napa County  
Jill Techel, Napa Sanitation District  
John Schoonover, North Marin Water District

**ABSENT:** Steve Kinsey, Marin County

**OTHERS**

<b>PRESENT:</b> Chuck Weir, Program Manager	Weir Technical Services
Marc Bautista	Sonoma County Water Agency
Donna Boero	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
Pam Jeane	Sonoma Valley County Sanitation Agency
Sandeep Karkal	Novato Sanitary District
Craig Lichty	Kennedy Jenks Consultants
Andria Loutsch	CDM Smith
Drew McIntyre	North Marin Water District
Phillip Miller	Napa County
Pilar Oñate-Quintana	The Oñate Group (by telephone)
Larry Russell	Marin Municipal Water District
Michael Savage	Brown & Caldwell
Jake Spaulding	Sonoma County Water Agency
Leah Walker	City of Petaluma
Renee Webber	Sonoma County Water Agency

**3. Public Comments**

Renee Webber discussed plans for SCWA representation after her upcoming retirement. Grant Davis will fill in for her temporarily. On behalf of the Board and NBWRA, Chair Rabbitt thanked Renee for her many years of dedicated service.

#### **4. Introductions**

Renee introduced Donna Boero, who is taking over for Stephanie Reynolds.

#### **5. Board Meeting Minutes of April 21, 2014.**

A motion by Director Schoonover, seconded by Director Long to approve the April 21, 2014 minutes was unanimously approved.

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

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

The Board reviewed the consultant progress reports for April 2014. The Program Manager highlighted the remaining agenda items.

#### **7. Financial Report for the Period Ending April 30, 2014**

The Board reviewed the Financial Report and noted that all items were on track.

#### **8. Program Development – Federal Advocacy Update**

Ginger Bryant provided an update for the Board on federal activities in support of Phase 1 and 2. She discussed the following items: 1) Outreach activities in support of RIFIA, including partnering letters sent to City of San Jose and Santa Clara Valley Water District; 2) Activities with Reclamation, including meetings to discuss feasibility study grant funding alternatives, and the 2014 WaterSMART study grant application; and 3) Activities with Congress, including discussions to Reclamation regarding regional-scale recycling projects, and discussions with incoming Reclamation Commissioner Lopez regarding support for regional-scale projects. She also discussed options for securing the full 50% federal cost share for the feasibility study including: Title XVI, WaterSMART Grants, Secure Water Act, existing planning agreement, and possible new agreement with Reclamation.

#### **9. State Advocacy Update**

On behalf of Pilar Oñate Quintana, Ginger Bryant provided an update for the Board, including updates on the following items: 1) status of the various Water Bond options; 2) Napa State Hospital; 3) AB2417, CEQA exemption for recycled water pipelines; and 4) WateReuse activities. Via telephone Pilar requested continued support of WateReuse's position on Water Bond legislation and authorization to sign on to WateReuse's letter requesting specific funding of up to \$1 Billion for water recycling in the Water Bonds. The Board reviewed the draft letter and Director Gorin asked why the letter was not also being sent to Senator Wolk too. Pilar indicated she would check on that issue with WateReuse. Note: following the meeting WateReuse agreed to send the letter to Senator Wolk too.

#### **10. Proposition 84 Funding Activities**

Andria Loutsch gave an update on the Bay Area Clean Water Agencies selection process for projects to submit to the state for Proposition 84 funding.

**11. Budgets, Member Agency Cost Allocations, and Detailed Scopes and Costs for FY2014/15, FY2015/16, and FY2016/17**

The Program Manager gave a brief overview of the budget and its history and that approval had been recommended by the TAC. Approval only authorizes expenditures for FY2014/15 and the Board will need to approve each of the successive years of the three year budget. A motion by Director Healy, seconded by Director Gorin to approve the Budgets, Member Agency Cost Allocations, and Detailed Scopes and Costs for FY2014/15, FY2015/16, and FY2016/17, with the understanding that funding is approved for FY2014/15 only, was unanimously approved.

**12. Authorization for Sonoma County Water Agency to Enter into an Agreement with Brown and Caldwell for Engineering, Environmental, and Outreach Services**

Director Techel asked how the agreements were structured if the funding has been approved for only FY2014/15. The Program Manager stated that Attachment A of the agreements will include the full three year scope and costs, but that there is language that clearly states that funding is only as authorized by the NBWRA Board. In addition, all agreements have 30-day cancellation language. A motion by Director Long, seconded by Director Schoonover to authorize Sonoma County Water Agency to enter into an agreement with Brown and Caldwell for Engineering, Environmental, and Outreach Services was unanimously approved.

**13. Authorization for Sonoma County Water Agency to Enter into an Agreement with Bryant & Associates for Program Development, Federal Advocacy, and State Advocacy Services**

A motion by Director Schoonover, seconded by Director Gorin to authorize Sonoma County Water Agency to enter into an agreement with Bryant & Associates for Program Development, Federal Advocacy, and State Advocacy Services was unanimously approved.

**14. Authorization for Sonoma County Water Agency to Enter into an Agreement with Weir Technical Services for Program Management Services**

A motion by Director Techel, seconded by Director Gorin to authorize Sonoma County Water Agency to enter into an agreement with Weir Technical Services for Program Management Services was unanimously approved

**15. Outreach Program Update**

Barry Dugan noted that a press release announcing Napa Sanitation District's receipt of a \$1,500,000 grant has been favorably received and was printed in the North Bay Business Journal. He also noted that the final Phase 2 Scoping Studies Reports have been posted to the website.

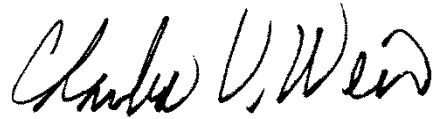
**16. Options for Forming a Joint Powers Agency**

Vice-Chair Long requested that this item be added to the Agenda. The Program Manager discussed options for forming a Joint Powers Agency (JPA) in an effort to streamline administrative actions and reduce costs. Entering into a JPA might make sense if Phase 2 proceeds to the environmental review stage and ultimately into design and construction. Additional information will be provided to the Board in six to nine months.

**17. Adjournment**

Chair Rabbitt adjourned the meeting at 10:59 a.m. The next meeting will be July 28, 2014 at 9:30 a.m.

Minutes approved by the Board July 28, 2014.

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

Charles V. Weir  
Program Manager

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