

**North Bay Water Reuse Authority  
Board of Directors Meeting  
Minutes  
February 26, 2018**

**1. Call to Order**

Chair Rabbitt called the meeting to order at 9:30 a.m. on Monday, February 26, 2018 at the Novato City Hall Council Chambers, 901 Sherman Avenue, Novato, CA. Members, consultants, and others who were unable to attend participated via telephone, 1 (602) 567-4030 (Local dial in). 1-888-227-0011 (Toll Free), access code 1988; and the internet at: <https://Conferencing2.brwnald.com/conference/1988>

**2. Roll Call**

<b>PRESENT:</b> David Rabbitt, Chair	Sonoma County Water Agency
Jill Techel, Vice Chair	Napa Sanitation District
Mariam Aboudamous	City of American Canyon
Jack Baker	North Marin Water District
Rabi Elias	Las Gallinas Valley Sanitary District
Jack Gibson	Marin Municipal Water District
Susan Gorin	Sonoma Valley County Sanitation District
Jerry Peters	Novato Sanitary District
Belia Ramos	Napa County
Dan St. John	City of Petaluma

**ABSENT:** Marin County

**OTHERS**

<b>PRESENT:</b> Chuck Weir, Program Manager	Weir Technical Services
Kevin Booker	Sonoma County Water Agency
Ginger Bryant	Bryant & Associates
Anne Crealock	Sonoma County Water Agency
Grant Davis	Sonoma County Water Agency
Chris DeGabriele	Las Gallinas Valley Sanitary District
Jim Grossi	North Marin Water District
Rene Guillen	Brown and Caldwell
Tim Healy	Napa Sanitation District
Jay Jasperse	Sonoma County Water Agency
Pam Jeane	Sonoma County Water Agency
Chris Landwehr	Data Instincts
Drew McIntyre	North Marin Water District
Mark Millan	Data Instincts
Phillip Miller	Napa County
Jim O'Toole	ESA
Pilar Oñate-Quintana	The Oñate Group
Larry Russell	Marin Municipal Water District
Mike Savage	Brown and Caldwell

Brad Sherwood  
Jake Spaulding  
Paul Sellier  
Jeff Tucker  
Rocky Vogler

Sonoma County Water Agency  
Sonoma County Water Agency  
Marin Municipal Water District  
Napa Sanitation District  
North Marin Water District

### **3. Public Comments**

There were no comments from the public

### **4. Introductions**

Introductions were not made.

### **5. Board Meeting Minutes of December 4, 2017.**

The minutes of the December 4, 2017 meeting were unanimously approved by the Board, with Director Ramos abstaining.

### **6. Election of Officers**

The Memorandum of Understanding requires that the Board elect a Chair and Vice Chair at its first meeting of each calendar year. David Rabbitt was nominated for Chair and Jill Techel was nominated for Vice Chair. The nominations were unanimously approved by the Board.

### **7. Report from the Chair**

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

The Board reviewed the consultant progress reports for November and December 2017 and January 2018.

#### **b. Financial Reports**

The Board reviewed the Financial Reports for Fiscal Year 2017/18 through January 31, 2018.

#### **c. Phase 1 Status Report**

An update was not provided.

### **8. Board Information Requests**

There were no Board information requests at this time.

### **9. Draft FY2018/19 Budget**

Mike Savage provided a summary of the draft FY2018/19 Budget. He noted that the proposed budget was approximately \$90,000 less than the FY2017/18 Budget. Jim O'Toole discussed additional services required to complete the Phase 2 EIR/EIS. Chair Rabbitt asked if it was typical for cultural resources review, Native American AB 52 review, and Section 106 consultation to cause delays in the approval process. Jim O'Toole replied that is normally the case. Jake Spaulding discussed scope changes and efficiencies for the Water Agency resulting in a reduction of estimated administrative costs by \$77,500 compared to last FY. He also discussed reasons some administrative costs have been shifted from joint use to Phase 2. Vice Chair Techel asked about the costs for public involvement. Mark Millan responded that the costs were for the EIR/EIS public notice process, meeting coordination, EIR/EIS public hearing facilitation,

website management, and producing support materials. The Board noted that they will be asked to approve the FY2018/19 Budget at the May 21, 2018 meeting.

### **10. Program Development, Federal, and State Advocacy Update**

Ginger Bryant reported Phase 2 Implementation Funding. Phase 2 is valued at \$72.4 million per the Feasibility Study. Efforts in Washington D.C. are ongoing to secure 25% funding, \$18.1 million from the Title XVI WaterSMART Grant Program. She discussed funding levels in the 2018 and 2019 budgets. It is likely that there will be cuts in WaterSMART funding in the President's budget. Efforts are underway to restructure the Title XVI Program to support competition between similarly scaled projects and to revise the economic analysis to address the value of recycled water projects.

Pilar Oñate-Quintana provided a summary of State Advocacy activities including water conservation, legislation of interest, bond issues on the ballot in June 2018, and key legislative positions in 2018.

### **11. Engineering, Environmental, and Public Involvement Services Report**

Mike Savage an update on the status of the Phase 2 Feasibility Report. An ADA compliant version is available on the website. He also summarized engineering efforts to support the EIR/EIS process and Phase 2 construction grant applications

Jim O'Toole provided a summary of the plans for completing the Phase 2 EIR/EIS by June 2018. He summarized the current status of the EIR/EIS draft review process as well as the Section 106 Section 7 consultations. He reviewed the schedule for the next three months as well as key dates in the approval process. Public hearings will be held in late April and early May. Approval by the member agencies is scheduled for completion by the end of June. The Record of Decision should be completed by June and a notice published in the Federal Register in July.

Mark Millan discussed public outreach and communication issues. His team continually updates the website and coordinated with ESA on the upcoming public hearings for the EIR/EIS. They are also preparing materials for the February 28, 2018 Legislative Day in Sacramento as well as for the tour on March 7, 2018. Lastly he noted that the public comment period on the Science Advisory Panel report on monitoring recycled water for constituents of emerging concern (CECs) will end on March 2, 2018.

### **12. Items for Future Discussion and Action**

Items for the next meeting include the following: regular reports, approval of the FY2018/19 Budget and meeting dates, status of Phase 2 EIR/EIS, and status of the Phase 2 Construction Grant application Pending approval of the Budget, quarterly meeting dates for FY2018/19 are July 23, 2018, October 22, 2018, January 28, 2018, and April 22, 2018.


### **13. Comments from Chair and Board Members**

There were no additional comments.

**14. Adjournment**

Chair Rabbitt adjourned the meeting at 10:39 a.m. The next meeting will be Monday, May 21, 2018 at 9:30 a.m. at Novato City Hall.

Minutes approved by the Board May 21, 2018.



Charles V. Weir  
Program Manager

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