

**North Bay Water Reuse Authority  
Board of Directors Meeting  
Minutes  
December 9, 2019**

**1. Call to Order**

Chair Rabbitt called the meeting to order at 9:30 a.m. on Monday, December 9, 2019 at the Novato City Hall Council Chambers, 901 Sherman Avenue, Novato, CA. Members and Consultants unable to attend in person may call in: (Local dial in): +1 (602) 567-4030, Toll Free: +1 (888) 227-0011, Access Code: **1988** <https://Conferencing2.brwncaid.com/conference/1988>

**2. Roll Call**

<b>PRESENT:</b>	David Rabbitt, Chair	Sonoma Water
	Jill Techel, Vice Chair	Napa Sanitation District
	Jack Baker	North Marin Water District
	Carole Dillon-Knutson	Novato Sanitary District
	Rabi Elias	Las Gallinas Valley Sanitary District
	Susan Gorin	Sonoma Valley County Sanitation District
	Phil Miller	Napa County
	Dennis Rodoni	Marin County
	Dan St. John	City of Petaluma
	Paul Sellier	Marin Municipal Water District

**ABSENT:** Marin County

**OTHERS**

<b>PRESENT:</b>	Chuck Weir, Program Manager	Weir Technical Services
	Kevin Booker	Sonoma Water
	Lorenzo Cordova	Marin County
	Anne Crealock	Sonoma Water
	Grant Davis	Sonoma Water
	Jim Grossi	North Marin Water District
	Rene Guillen	Brown & Caldwell
	Pam Jeane	Sonoma Water
	Sandeep Karkal	Novato Sanitary District
	Chris Landwehr	Data Instincts
	Drew McIntyre	North Marin Water District
	Jim O'Toole	ESA
	Larry Russell	Marin Municipal Water District (by phone)
	Mike Savage	Data Instincts (by phone)
	Brad Sherwood	Sonoma Water
	Jake Spaulding	Sonoma Water
	Dawn Taffler	Kennedy Jenks Consultants (by phone)
	Jeff Tucker	Napa Sanitation District
	Rocky Vogler	North Marin Water District
	Leah Walker	City of Petaluma

### **3. Public Comments**

There were no comments from the public

### **4. Introductions**

Introductions were made as there were several new attendees.

### **5. Board Meeting Minutes of April 22, 2019.**

On a motion by Director Baker, seconded by Director Elias, the minutes of the April 22, 2019 meeting were unanimously approved by the Board.

### **6. Report from the Chair**

Chair Rabbitt reported on the review of the Program Development team's scope of work and the recommendations of the review subcommittee. The subcommittee opted to not enter into an agreement with Bryant & Associates. Chair Rabbitt thanked members of the review committee in making tough decisions. He also noted that additional information would be provided under Agenda Item No. 12.

### **7. Consultant Progress Reports**

The Board reviewed the consultant progress reports for the period April to September 2019.

### **8. Financial Reports for Fiscal Years Ending June 30, 2019 and June 30, 2020.**

The Board reviewed the financial reports for the periods ending June 30, 2019 and June 30, 2020 (through September 30, 2019).

### **9. Phase 1: Status of Reconciliation and Closeout Activities**

Jake Spaulding gave an update on the reconciliation and close out activities for Phase 1. There is still one ongoing project with Las Gallinas. A two-year extension has been granted through September 30, 2020. PG&E is the hold up. Another extension may need to be requested but it has not yet been submitted as LGVSD works with PG&E to confirm a construction timeline. Files are being compiled for the closeout. Some administrative funds were reallocated to construction in prior periods since the administrative effort was less than expected. Additional administrative funds may be available for reallocation before closeout. At closeout, members will be assessed for their respective shares of the 75% of administrative expenses that were not covered by the grant. In addition, at closeout reallocation of costs based on final proportion of benefits received will result cost modifications. Sonoma Water staff provided a tour on May 3 for the new representative from USBR.

### **10. Status of Phase 2 EIR/EIS**

Rene Guillen updated the status of the EIR/EIS from the April Board meeting. The Record of Decision (ROD) is the last big item to get completed. New guidance came out on the page limit, which is causing the delay. Waiver was requested and is on hold pending USBR review. Award of federal grant funds will help to complete the ROD. Congressional action could also move the issue. It is likely that it will take three to six months before the ROD is issued. Each local agency has approved the EIR/EIS so they each have standing. Section 106 and biological opinion have

both been issued. USBR needs to approve the biological opinion. Leah Walked noted that the EIR/EIS was useful in the IRWM grant application and approval.

### **11. IRWMP Grant For Phase 2 Funding**

Jake Spaulding gave a summary report. An application that included projects for Petaluma and American Canyon was submitted by the IRWM region to DWR. NBWRA's project finished fourth out of 27 applications. The IRWM group self-selects the projects included in the regional application to DWR, so funding is very likely. Sonoma Water and NBWRA are acting as lead and will need to adopt the revised IRWM plan in early 2020, potentially requiring a special meeting for the NBWRA Board. NBWRA requested more than \$5M and was asked to reduce the request. The Project Steering Committee recommended awarding \$4,061,270 for the two projects.

### **12. Status of Program Development, State Advocacy, and Federal Advocacy**

Grant Davis gave a summary of the review subcommittee meeting and results of that review. Since there is no real action at the federal level, the decision was made to not continue with the program development team. It was a difficult decision for all that participated. Sonoma Water and Brad Sherwood have been interfacing with their state and federal lobbyists. This is low budget way to continue to have a presence in both state and federal activities. The review subcommittee tried to negotiate but were not successful. Chair Rabbitt added his thanks for all the efforts from the review subcommittee. The cost benefit did not make sense due to stagnation at the federal level.

### **13. Drought Contingency Plan**

Jake Spaulding provided a summary on the Drought Contingency Plan. City of Napa has taken over and was approved by USBR. Official transfer occurred in August.

### **14. Approval of FY2019/20 Budget**

Chair Rabbitt noted the costs spelled out for state and federal activities. Jake Spaulding provided a summary of the proposed FY2019/20 Budget. Last year's expenses were used as a guide as a guide for the proposed budget. The proposed budget includes the following: no additional funds for Phase 1. \$45,000 for Phase 2, and \$92,500 for joint use activities. Drew McIntyre asked if a Phase 1 reallocation estimate could be provided to the Phase 1 agencies for budgeting purposes. Jake Spaulding replied that they would provide the estimate. A motion by Director Gorin, seconded by Director Techel to approve the proposed FY2019/20 Budget was unanimously approved.

### **15. Future of NBWRA**

Chair Rabbitt led a discussion of the future of NBWRA. He believes a regional entity is important in order to be prepared to address issues that will arise. Director Gorin stated that she was sad to see the program is winding down but noted that it is still important to keep the group active for groundwater and or other issues that arise. Chair Rabbitt noted the need to remain competitive. Vice Chair Techel asked about the TAC and how would that work? Drew McIntyre spoke in support of reviving the TAC as did Grant Davis. Director Gorin asked Mr. Davis about future water bonds and grant applications (resilience bond). Mr. Davis stated that the grant includes recycled water provisions. Director Dillon-Knutson supported the group to staying

together to be prepared for the future. Leah Walker agreed that the TAC meetings were important. Director Rodoni agreed with continuing NBWRA and reactivating the TAC. Jeff Tucker concurred. Dan St. John also agreed and mentioned climate action and how water utilities may be impacted. It was noted that he is retiring. Vice Chair Techel mentioned the “one water” concept and City of Napa efforts. Chair Rabbitt asked that the TAC meet as often as needed and at least before the next Board meeting.

**16. Items for the Next Agenda**

Director Gorin asked for a detailed report on the resilience bond and also information on groundwater resilience issues. Items for the next agenda will also include Phase 1 and Phase 2 status reports, IRWMP grant funding status, and a report from any meetings that the TAC may hold. It was also noted that there may need to be a special meeting for the IRWM projects approval. Jake Spaulding will know more in early 2020. Brad Sherwood noted that the next NBWA meeting will have a presentation on the water bond.

**17. Comments from the Chair, Board, and Member Agencies.**

There were none.

**18. Adjournment**

Chair Rabbitt adjourned the meeting at 10:16 a.m. The next meeting will be Monday, April 27, 2020 at 9:30 a.m. at Novato City Hall.

Minutes approved by the Board April 27, 2020.



Charles V. Weir  
Program Manager