

North Bay Water Reuse Authority
Board of Directors Meeting
Minutes
April 25, 2016

1. Call to Order

Chair Rabbitt called the meeting to order at 9:42 a.m. on Monday, April 25, 2016 at the Novato City Hall Council Chambers, 901 Sherman Avenue, Novato, CA 94945. Consultants and others who were unable to attend participated via telephone, 1 (602) 567-4030, passcode 1980; <https://conferencing.brwncaid.com/conference/1980>.

2. Roll Call

PRESENT:	David Rabbitt, Chair	Sonoma County Water Agency
	Bill Long, Vice Chair	Novato Sanitary District
	Keith Caldwell	Napa County
	Rabi Elias	Las Gallinas Valley Sanitary District
	Jack Gibson	Marin Municipal Water District
	David Glass	City of Petaluma
	Susan Gorin	Sonoma Valley County Sanitation District
	John Schoonover	North Marin Water District
	Jill Techel	Napa Sanitation District

ABSENT: City of American Canyon, Marin County

OTHERS

PRESENT:	Chuck Weir, Program Manager	Weir Technical Services
	Kevin Booker	Sonoma County Water Agency
	Ginger Bryant	Bryant & Associates
	Grant Davis	Sonoma County Water Agency
	Ryan Grisso	North Marin Water District
	Tim Healy	Napa Sanitation District
	Pam Jeane	Sonoma Valley County Sanitation District
	Sandeep Karkal	Novato Sanitary District
	Susan McGuire	Las Gallinas Valley Sanitary District
	Mark Millan	Data Instincts
	Phillip Miller	Napa County
	Pilar Oñate-Quintana	The Oñate Group (by telephone)
	Larry Russell	Marin Municipal Water District
	Mike Savage	Brown and Caldwell
	Brad Sherwood	Sonoma County Water Agency
	Jake Spaulding	Sonoma County Water Agency
	Dawn Taffler	Kennedy Jenks Consultants (by telephone)
	Leah Walker	City of Petaluma

3. Public Comments

There were no comments from the public

4. Introductions

Introductions were not made.

5. Board Meeting Minutes of March 28, 2016.

A motion by Director Schoonover, seconded by Director Gorin to approve the March 28, 2016 minutes was unanimously approved.

6. Report from the Program Manager

The Board reviewed the consultant progress reports for March 2016. The Program Manager highlighted the remaining agenda items.

a. Consultant Progress Reports

The Board reviewed the consultant progress reports for March 2016.

7. Financial Report for the Period Ending March 31, 2016

The Board reviewed the Financial Report and noted expenses for Fiscal Year 2015/16 are tracking within budget.

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

The Program Manager provided an overview of the budget process and noted that since the Phase 2 list of projects has not yet been finalized the Board is being asked to approve the FY2016/17 Budget that has been presented to them the past two years. Once the Phase 2 project list is finalized scopes and costs can be also be finalized for a two-year budget that will be presented to the Board at the October 24, 2016 Board meeting

The recommendation to the Board for approving the budget and funding for FY2016/17 is based on the following items:

- a. An amended two-year budget for FY2016/17 and FY2017/18 will be presented to the Board for approval at the October 24, 2016 Board meeting.
- b. Work on the environmental review process will not begin on July 1, 2016. Based on TAC direction the process will be delayed until after Board approval of a revised two year budget at the October 24, 2016 Board meeting. The EIR/EIS level of effort and scope of work will be based on the selected projects.
- c. The level of effort for Bryant and Associates includes increased monthly fees for The Ferguson Group and The Oñate Group.
- d. SCWA will invoice for 50% of the costs shown for FY2016/17. As a disclaimer, SCWA will not make payments to consultants if the funds are not available in the Trust (i.e. if we start spending the budget very quickly we may need to either hold payment to consultants (or consultants may delay work) or accelerate the 2nd invoice). This should not be an issue as there is a sizable balance in the trust at the current time. Full invoicing for FY2016/17 will occur after Board approval of the two year budget.

A motion by director Elias, seconded by Director Long to approve the recommendation noted above was unanimously approved.

9. Program Development, Federal, and State Advocacy Update

The following items were discussed: State Advocacy, Program Development and Federal Advocacy, outreach efforts.

Ginger Bryant provided an update on Program Development and Federal Advocacy, including efforts to include RIFIA loans and WaterSMART grants in a Western Water Bill.

Pilar Oñate-Quintana discussed State Advocacy noted water and wastewater agency opposition to SB163, Hertzberg, which would require 50% of treated wastewater to be used for beneficial reuse by 2026 and 100% by 2036. She recommended that NBWRA send a letter of opposition that will support the points made by CASA and WateReuse. Director Caldwell asked where local legislators stood on SB163 and was informed that they were not yet fully aware of the issues. She also noted that in terms of the State budget that it was likely the remaining Prop 1 water recycling funds will be appropriated to the State Water Board this year.

10. Outreach Program Update.

Mark Millan discussed the following: Coordination with the team on Chair Rabbitt's presentation for the NBWA Conference April 22, 2016, Coordination with the team and Napa SD regarding press information for their Recycled Water Expansion Ribbon Cutting Celebration May 2, 2016, and preparation of materials for this week's Washington D.C. meetings.

11. Engineering, Environmental, and Public Involvement Services Report

Mike Savage gave an update on the production and comment schedule for the chapters in the Feasibility Study Report.

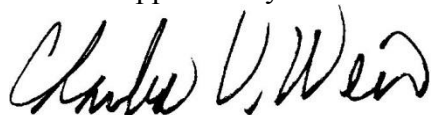
12. Comments from Chair and Board Members

Chair Rabbitt thanked everyone for their efforts to date. He discussed the Governance Task force and noted they were looking at an outside facilitator to assist in the process. He noted that money is available and that they would try to keep costs low. He mentioned David Gardiner as a possible facilitator.

13. Adjournment

Chair Rabbitt adjourned the meeting at 10:44 a.m. The next meeting will be Monday, July 25, 2016 at 9:30 a.m. at Novato City Hall Council Chambers.

Minutes approved by the Board July 26, 2016.



Charles V. Weir
Program Manager

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