

**North Bay Water Reuse Authority**  
**Board of Directors Meeting**  
**Minutes**  
**May 21, 2018**

**1. Call to Order**

Chair Rabbitt called the meeting to order at 9:42 a.m. on Monday, May 21, 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/1980>

**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
	David Glass	City of Petaluma
	Susan Gorin	Sonoma Valley County Sanitation District
	Bill Long	Novato Sanitary District
	Belia Ramos	Napa County
	Dennis Rodoni	Marin County

**ABSENT:** None

**OTHERS**

<b>PRESENT:</b>	Chuck Weir, Program Manager	Weir Technical Services
	Mike Ban	Marin Municipal Water District
	Don Berger	West Yost
	Kevin Booker	Sonoma County Water Agency
	Ginger Bryant	Bryant & Associates
	Phil Brun	City of Napa
	Samantha Cohen	Brown & Caldwell
	Lorenzo Corona	Marin County
	Anne Crealock	Sonoma County Water Agency
	Grant Davis	Sonoma County Water Agency
	Chris DeGabriele	Las Gallinas Valley Sanitary District
	Jim Graydon	Woodward & Curran
	Leon Garcia	City of American Canyon
	Rosey Jencks	Brown and Caldwell
	Steve Hartwig	City of American Canyon
	Sandeep Karkal	Novato Sanitary District
	Mike Kirn	City of Calistoga
	Craig Lichty	Kennedy Jenks

Drew McIntyre  
Mark Millan  
Phillip Miller  
Jim O'Toole  
Amy Rogers  
Larry Russell  
Mike Savage  
Brad Sherwood  
Jake Spaulding  
Melanie Tan  
Jeff Tucker  
Rocky Vogler  
Leah Walker

North Marin Water District  
Data Instincts  
Napa County  
ESA  
West Yost  
Marin Municipal Water District  
Brown and Caldwell  
Sonoma County Water Agency  
Sonoma County Water Agency  
Kennedy Jenks  
Napa Sanitation District  
North Marin Water District  
City of Petaluma

### **3. Public Comments**

There were no comments from the public

### **4. Introductions**

Introductions were made for the benefit of new attendees.

### **5. Board Meeting Minutes of February 26, 2018.**

The minutes of the February 26, 2018 meeting were unanimously approved by the Board.

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

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

The Board reviewed the consultant progress reports for February, March, and April 2018.

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

The Board reviewed the Financial Reports for Fiscal Year 2017/18 through April 30, 2018.

### **7. Board Information Requests**

A request to consider integrating North Bay WATER and NBWRA was discussed under Item No. 8.

### **8. Discussion and Direction: Could NBWRA be Integrated Under NorthBay WATER**

There have been requests from Board members and others to reduce the number of meetings in an effort to be more efficient and reduce costs. Ginger Bryant presented information as to how NBWRA could be integrated under NorthBay WATER. Board members expressed support for the concepts of NorthBay WATER but were concerned as to how it could be made to work. Chair Rabbitt felt it was premature and that he didn't see how you could fold an existing program into something that does not yet exist. Some board members wondered about integrating NorthBay WATER under NBWRA. Vice Chair Techel asked about the role of the TAC and requested a chart of agencies and their participation. Director Gibson asked how the costs for NorthBay WATER would be impacted by the number of participants. Following discussion, the Board directed the team to report back at the next meeting with actual cost savings and options for integrating the two programs.

## **9. Approval of the FY2018/19 Budget and Meeting Dates**

Mike Savage reviewed the Budget and noted that it was the same as was presented at the February 26, 2018 meeting. The Board unanimously approved the FY2018/19 Budget and meeting dates.

## **10. Phase 1: Status and Activities**

Jake Spaulding gave a report on the status of Phase 1. He noted that USBR has granted a two-year extension for Phase 1. He also noted that at the next meeting he will present a proposal to true up all Phase 1 costs through September 30, 2018, the original agreement end date. If all agencies agreed to the methodology and estimates, the final proposal could be presented for approval at the October 22, 2018 meeting. Phase 1 agencies that still have projects to complete would be responsible for the remaining administrative costs, which are minimal at this point.

## **11. Phase 2: Status and Activities**

Ginger Bryant reported on the Phase 2 Title XVI Program. There are \$72.4 M in projects and they are seeking \$18.1 M for the 25% federal matching share. The federal 2018 Budget includes \$54 M for various Title XVI projects. It is anticipated that a Funding Opportunity Announcement will be issued in July, August, or September. She discussed possible changes in the Title XVI program including changes in USBR administration. There is disagreement as to whether or not Phase 2 is covered in the original legislation. The Board unanimously approved the report on Program Development and Federal Advocacy. In the absence of Pilar Onate Quintana she also briefly covered state advocacy activities.

Mike Savage an update on the status of the Phase 2 Feasibility Report. Files are available on the SharePoint website. They are repackaging individual agency projects for future grant applications. The engineering team continues to provide support for the EIR/EIS.

Jim O'Toole provided a summary of the EIR/EIS public review process. Four public hearings were held and only one member of the public signed in. They anticipate only a few written comments. His team continues with Section 106 consultation and U.S. Fish and Wildlife Section 7 consultation. He provided a summary of key items for completion in the next three months, including response to comments, local agency certification, and issuance of the Record of Decision by USBR in August or September. He also noted that due to the scale of the program they may need a budget amendment in FY18/19. Mike Savage said that they would try to use remaining funds from other tasks.

Mark Millan discussed public outreach and communication issues. His team continually updates the website and coordinated with ESA on the public hearings for the EIR/EIS. He also noted positive comments from Marin County Club on receipt of recycled water from Novato Sanitary District and North Marin Water District.

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

Items for the next meeting include the following: regular business reports, Phase 1 and 2 Status and Activities, Phase 2 Construction Grant Application and a report on the possible integration of NorthBay WATER and NBWRA.

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

There were no additional comments.

### **14. Adjournment**

Chair Rabbitt adjourned the meeting at 10:47 a.m. The next meeting will be Monday, July 23, 2018 at 9:30 a.m. at Novato City Hall.

Minutes approved by the Board July 23, 2018.

A handwritten signature in black ink that reads "Charles V. Weir". The signature is written in a cursive style with a large, prominent initial "C".

Charles V. Weir  
Program Manager

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