

**North Bay Water Reuse Authority  
Technical Advisory Committee  
Web Conference Meeting Minutes  
March 10, 2016**

**1. Call to Order and Self Introductions**

Chair Healy called the Technical Advisory Committee (TAC) meeting to order at 10:15 a.m. on Thursday, March 10, 2016. The meeting was a web conference only and attendees participated via telephone, 1 (602) 567-4030, passcode 1980;

<https://conferencing.brwncald.com/conference/1980>.

**Committee Members Present**

Tim Healy, Chair	Napa Sanitation District
Kevin Booker	Sonoma County Water Agency
Sandeep Karkal	Novato Sanitary District
Susan McGuire	Las Gallinas Valley Sanitary District
Drew McIntyre	North Marin Water District
Paul Sellier	Marin Municipal Water District
Jake Spaulding	Sonoma Valley County Sanitation District
Leah Walker	City of Petaluma

**Others Present**

Chuck Weir, Program Manager	Weir Technical Services
Ginger Bryant	Bryant & Associates
Jim O'Toole	ESA
Mike Savage	Brown and Caldwell
Jeff Tucker	Napa Sanitation District

**2. Approval of the Agenda**

The Agenda was unanimously approved.

**3. Public Comments**

There were no public comments.

**4. Consent Calendar**

**4.a February 18, 2016 TAC Meeting Minutes**

The February 18, 2016 Meeting Minutes were unanimously approved.

**5. Report from the Program Manager**

The Report from the Program Manager included the following items:

**5.a Action Items from the February 18, 2016 Meeting**

The TAC reviewed the Action Item List and noted that all items were current. There was discussion regarding the amendment to the Brown & Caldwell agreement. Jake Spaulding indicated that once all changes had been made it would be taken to the SCWA Board for approval. Drew McIntyre asked if completed items could be deleted from the list and the Program Manager responded in the affirmative.

## **6. Budget Impacts for FY2016/17 and FY2017/18 and Draft 2-Year Budget**

The consultant team provided a PowerPoint presentation detailing budget issues. Mike Savage and Jim O'Toole described impacts on engineering, environmental, and public involvement. Since the last meeting three different scenarios have been developed:

Scenario 1. Project-Level and Program Level: Includes all projects identified.

Scenario 2. Project-Level Projects Only: Drop the programmatic-level elements, which are primarily storage.

Scenario 3. Project-Level Projects plus Lower Novato Creek at programmatic level.

All scenarios are at least \$100,000 less than the February 18, 2016 costs and Scenario 1 is recommended. Scenario 1 is approximately \$100,000 more than Scenario 2, which is the least cost option.

Ginger Bryant described impacts on program development and state and federal advocacy and indicated that there are no changes from the costs described at the February 18, 2016 meeting. She discussed the support participants for S. 2533 and the rationale for including Lower Novato Creek in the list to increase the scoring for grant applications. Sandeep Karkal indicated that he thought Marin County believed that the cost for Lower Novato Creek was high as it was included in the original estimate. Mike Savage and Jim O'Toole stated that the scope of the project has changed significantly from the original estimate.

Chuck Weir described impacts on program management and indicated that there were no changes from the February 18, 2016 meeting.

Kevin Booker and Jake Spaulding described impacts on SCWA administration, grant management, and EIR/EIS management. There are no changes in the total cost, but the cost of the EIR/EIS is now being included in FY2016/17.

The Program Manager described the cost sharing options including the previously discussed option of averaging the two percentages from May 2014 and January 2016.

Tim Healy noted that Napa County and Napa San would not be doing the MST projects and that Napa San may not need storage. Deleting these projects would revise the scope and costs. Sandeep Karkal noted that he was not sure if they needed their non-Title XVI projects.

The TAC discussed various issues and as an action item it was agreed to hold another TAC web conference to discuss the Phase 2 Project List. A Doodle Poll will be distributed for the morning of March 17 and the afternoon of March 21, 2016. There was additional discussion noting that a budget needs to be presented to the Board at the April 25, 2016 meeting to ensure that ongoing tasks can continue.

## **7. Items from Committee, Agency, Staff, or Consultants**

There were no additional items.

## **9. Items for Next Agenda, March 17 or 21, 2016 Web Meeting**

Action items included the following:

1. Doodle Poll for March 17 or 21, 2016.
2. Review the Phase 2 Project List such that the consultant team can finalize the two-year budget at the March 28, 2016 TAC meeting.

There being no further business, Chair Healy adjourned the meeting at 12:10 p.m.

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