

**North Bay Water Reuse Authority  
Technical Advisory Committee  
Web Conference Meeting Minutes  
March 21, 2016**

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

Chair Healy called the Technical Advisory Committee (TAC) meeting to order at 4:02 p.m. on Monday, March 21, 2016. The meeting was a web conference only and attendees participated via telephone, 1 (602) 567-4030, passcode 1980;

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

**Committee Members Present**

Tim Healy, Chair	Napa Sanitation District
Kevin Booker	Sonoma County Water Agency
Jason Holley	City of American Canyon
Sandeep Karkal	Novato Sanitary District
Pam Jeane	Sonoma Valley County Sanitation District
Liz Lewis	Marin County
Susan McGuire	Las Gallinas Valley Sanitary District
Drew McIntyre	North Marin Water District
Phil Miller	Napa County
Dan St. John	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
Jake Spaulding	Sonoma County Water Agency
Jeff Tucker	Napa Sanitation District
Leah Walker	City of Petaluma

**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 with two amendments.

**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. It was noted that many items have been deleted from the list since they have been completed

### **6. Phase 2 Projects and Draft 2-Year Budget**

The TAC discussed the Phase 2 Project list that was approved in January 2016. Several projects are unlikely to be completed in the next ten years and may be deleted from the list, which will have an impact on the scope and cost for the environmental effort as well as the cost sharing percentages. The TAC discussed the pros and cons of deleting projects from the list. The discussion of which projects will be deleted from the list will continue at the March 28, 2016 meeting.

Following discussion, it was agreed that a reasonable option to keep the program moving forward would be to approve the FY16/17 Budget as originally presented as part of the three-year budget in April 2014 with the understanding that a two-year budget (FY16/17 and FY17/18) would be considered at the October 24, 2016 Board meeting. It was further agreed that this would be with the understanding that the Ginger Bryant team would proceed as discussed under the previously discussed scopes for the two-year budget. It was further agreed that the B&C team's environmental effort would focus on those projects that were sure to remain on the Phase 2 Project list.

The option discussed above will be discussed at the March 28, 2016 TAC meeting and likely presented to the Board for action at the April 25, 2016 meeting. This option provides needed time for the member agencies to consider all project options and reach a final decision at the September 19, 2016 TAC meeting.

There was also discussion on possible impacts on cost sharing if projects were deleted. Mike Savage noted that it may be worthwhile considering sharing some Phase 2 costs on a "joint use" or "benefit" basis. Joint Use would be similar to the current joint use and would be shared equally by all Phase 2 agencies. Benefit basis would be shared on the basis of the number of projects that were studied at the Feasibility Level or the Environmental Evaluation. He showed a spreadsheet that showed how the costs could be shared.

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

There were no additional items.

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

Action items included the following:

1. Review the previously presented FY16/17 as part of the three-year budget (FY14/15, FY15/16, and FY16/17) for approval by the Board on April 25, 2016.
2. Review possible Phase 2 alternative cost sharing approached based on the joint use and benefit concepts.

There being no further business, Chair Healy adjourned the meeting at 4:58 p.m.