

Sewer Infrastructure Advisory Group Meeting Summary	May 16, 2013
	3:30- 5:30 p.m.
	City Council Chambers
	Note taker: Adele McAfee
<p>Committee Members: Casey Roats, Mike Riley, Craig Horrell, Charley Miller, Steve Galash, Sharon Smith, Pam Hardy, Rob Von Rohr, Andy High, Steve Hultberg, Bruce Aylward, Wes Price</p> <p>COB Staff: Tom Hickmann, Paul Rheault, Jon Skidmore, Aaron Collett, Russ Grayson, Mary Winters, Shannon Osterdorf, Brian Rankin, Patrick Griffiths</p> <p>Consultants: David Stangel (MSA), David Prull (Clearwater Engineering Group), Clark Worth (Barney & Worth),</p> <p>Facilitator: Libby Barg (Barney & Worth)</p> <p>Absent: John Rexford, Stacey Stemach, Dale Van Valkenburg</p> <p>Others: Ken Steiger, Jim Lord, Erik Huffman, Councilor Knight, Councilor Russell, John Russell</p>	

Action Items:

SIAG discussed several opportunities for meeting improvements:

- Get materials in advance: partial / draft materials are acceptable
- Review prior meeting decision at the beginning of each meeting
- Publicize dates / times of Steering Committee meetings
- Post SIAG check-in survey results online
- Schedule public outreach activities

Meeting Summary

Casey Roats moved to approve meeting notes from 2/7/13, 2/21/13, 3/7/13, and 4/4/13, the motion was seconded by Steve Hultberg.

Updates

City Council approved the contract for design services with MSA for the Colorado Lift Station (CLS). The basin analysis will be brought back to SIAG for a decision on size. In July /August the committee will consider the various design of the CLS project. Council is supportive of a scalable project

Survey

A survey was distributed to SIAG committee members for the purpose of gaging the communication and performance of the committee so far. The results of the survey were discussed.

- Committee members would like information earlier so they could come to the meeting prepared.
- On occasion, discussion are too long on one subject matter
- Start each meeting by reviewing decision point of the prior meeting (via minutes)
- When the committee can't reach a decision, a discussion of schedule impact will be considered before postponing.
- Draft materials are acceptable to facilitate earlier distribution.

South East Interceptor

This project is at 100% design. It will be brought back in September 2013 for a recommendation from SIAG. Before the committee makes a recommendation they requested the optimization results.

Steering Committee

The general committee does not want to consider a rotation of Steering Committee members. The steering committee welcomes other members to participate.

Review of Vendor Submittals

There were two viability criteria packets completed and returned to the city. The International Living Future Institute (ILFI) did not meet the criteria. However, their solution will still be used in the model. Langenberg Technology will need to submit installation information. Morgan Brown did not have a submittal.

Project Schedule

Future project milestones were reviewed and related meeting times were reviewed

Question: MSA received notice to proceed with the design of the Colorado Lift Station (CLS) at last night council meeting (5/15/13) and SIAG decided on the interim solution in January, why did it take so long?

Answer: This contract was not directly awarded. The competitive process took two months. Scope and fee negotiations resulted in going to council with conceptual design contract because SIAG will make the decision on aspects of the final design.

Question: The schedule does not reflect the discussion of the Steering committee which included a longer meeting for a workshop and a meeting a week later. This approach should be reflected on the schedule

Answer: This is an overall schedule, the absence of follow-up meetings does not mean there will be no meetings. MSA will add dates to schedule.

Question: On earlier schedules each optimization run was 2 months, on the new schedule it is 3 months. Please explain.

Answer: MSA is expecting the runs to take two months, unless there are a lot of questions, requests from SIAG about the results.

Question: When does the sensitivity analysis occur?

Answer: The sensitivity analysis is at various times in the optimization process.

Question: There is no place for public feedback. Does the group or the city think this is important? Also, there is no place for discussion of the city's financial plan. We need to discuss the options for financing.

Answer: This is good suggestions for the schedule. The steering committee can build this in the schedule.

Reviewed Loading and Flow Development

- Worked with the buildable land inventory
- Reviewed the special growth area map.
- Reviewed procedure to measure flow within the system.
- Identified what the residential units are using. Average residential flow 67 per capita per day.
- There is a significant decrease from the flow used in previous years – 80 to 100 per capita per day. There may be some real saving in improvements based on loading rates identified.
- Reviewed assumptions

Sensitivity analysis will be discussed at the next meeting

Meeting Adjourned at 5:30PM