

BACWA EXECUTIVE BOARD MEETING
Thursday, June 23 2011, 9:00 a.m. – 12:30 p.m.

HANDOUTS

Handout Packet is available on the BACWA website (www.BACWA.org).

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ROLL CALL AND INTRODUCTIONS (9:00 a.m. – 9:05 a.m.)

PUBLIC COMMENT (9:05 a.m. – 9:10 a.m.)

REPORTS (9:10 a.m. – 9:40 a.m.)

1. Committee Reports
2. Proposition 50 Grant Disbursements Status Report
3. Executive Director Reports
4. Executive Board Reports
5. Chair & Executive Director Authorized Actions
 - a. Executive Board Chair Authorization - Paul Causey for Sewer Database support, not to exceed \$9,999 (FY11-12) File 12,438.
 - b. Executive Director Task Authorization – EOA for Chevron Permit Comment Letter assistance, not to exceed \$3,200 under existing As Needed Technical support agreement File 12,164.
 - c. Executive Director Task Authorization – LWA for PCB TMDL assistance, not to exceed \$3254.10 under existing As Needed Technical support agreement 12,163.
 - d. Executive Director Authorization of agreements to implement Fiscal Year 2011 – 12 BACWA and Special Programs budgets and workplans
 - i. Adammer LLC for As Needed Website Technical support, not to exceed \$1,500 (FY11-12) File 12,426;
 - ii. Downey Brand LLP for As Needed Regulatory Legal support, not to exceed \$4,000 (FY11-12) File 12,428;
 - iii. Day Carter & Murphy LLP for As Needed Executive Board Legal support, not to exceed \$2,000 (FY11-12) File 12,429.

CONSENT CALENDAR (9:40 a.m. – 9:50 a.m.)

6. Minutes from May 26, 2011 BACWA Executive Board Meeting
7. April 2011 Treasurer's Report
8. HDR Amendment 1 to extend termination date of Nutrient Support contract to December 31, 2011.
9. Authorize contracts to implement Fiscal Year 2011 – 2012 BACWA and Special Programs budgets and workplans
 - a. RMC Water and Environment for As Needed Technical support, not to exceed \$40,000 (FY11-12) File 12,436;
 - b. Larry Walker & Associates for As Needed Technical support, not to exceed \$30,000 (FY11-12) File 12,448;

- c. EOA, Inc for As Needed Technical support, not to exceed \$20,000 (FY11-12) File 12,449;
- d. Circle Point for Communications support, not to exceed \$30,000 (FY11-12) File 12,437;
- e. CH2M Hill for AIR Committee support, not to exceed \$80,790, contingent upon receipt of AIR Committee member contributions, (FY11-12) File 12,439;
- f. Stephanie Hughes for BAPPG Mercury and Copper Outreach support, not to exceed \$11,000 (FY11-12) File 12,470.

OTHER BUSINESS: (9:50 a.m. – 12:30 p.m.)

- 10. Nutrient Discussion (9:50 a.m. – 10:50 a.m.)
- 11. Regional Campaign Update & Request for Support (10:50 a.m. – 11:20 a.m.)
- 12. Appointment of an Ad Hoc Executive Board Committee to Negotiate Executive Director Consulting Agreement. (11:20 a.m. – 11:30 a.m.)
- 13. Closed Session (11:30 a.m. – 12:30 p.m.)
 - a. Personnel exception pursuant to Government Code section 54957 to consider public employee evaluation: Executive Director.
 - b. Conference with Ad Hoc Executive Board Committee regarding Executive Director Consulting Agreement, pursuant to Government Code section 54957.6.

NEXT REGULAR MEETING

The next regular meeting is scheduled for July 28, 2011, 9:00 a.m. to 12:00 p.m. at the EBMUD Treatment Facility, Lab Library, 2020 Wake Blvd., Oakland, CA.

ADJOURNMENT (12:30 p.m.)

Report to BACWA Board from AIR Committee (June 2011)

Document Control	Prepared by Divya Bhargava (Project Engineer) Reviewed by Stephanie Cheng (Committee Chair)
Committee Request for Board Action	AIR Committee is requesting execution of a contract for expert consultant support for FY 2011-2012.
Committee Agenda Items	None at this time.

Recent Committee Actions:

Recent Committee Actions	<ul style="list-style-type: none"> Committee Meeting was held April 20, 2011 at the CH2M HILL office AIR Committee 2011 Spring Newsletter was published in April, 2011. Meeting highlights are available on the website and regulatory updates are summarized below
AIR Website	http://bacwa.org/Committees/AirIssuesRegulations.aspx

News and Updates:

Phase 24 (2010 - 2011): Committee Activities and Accomplishments	<ul style="list-style-type: none"> Met with BAAQMD Engineering Director, Brian Bateman at the January 2011 Committee Meeting. Developed the AIR Committee 2011 Annual Spring Newsletter. Submitted comment letters to California Air Resources Board (CARB) summarizing member concerns regarding the revised California Mandatory Reporting Rule and Cap-and-Trade Rule for greenhouse gas (GHG) emissions. Submitted a comment letter to the San Francisco Bay Conservation Development Commission (BCDC) supporting the draft language in the Bay Plan Amendment about climate change adaptation and protecting critical infrastructure. Continuously tracked additional regulatory issues affecting large and small POTWs including: <ul style="list-style-type: none"> Changes to BAAQMD Rules regulating engines and boilers; Changes to CARB's in-use, off-road diesel regulation; and Final federal air toxic standards for industrial, commercial, & institutional boilers & process heaters Coordinated with CWCCG to track additional state and national climate change issues including: <ul style="list-style-type: none"> Modifications to the California Environmental Quality Act for GHG emissions; EPA Mandatory GHG Reporting Program; EPA GHG Tailoring Rule, which regulates GHGs under the Clean Air Act; and Renewable energy advocacy for the POTW community working with the California Public Utilities Commission and California Energy Commission. FY 2010-2011 Budget Status: We have expended 95% of the \$80,800 budget through June 10th, 2011, and estimate spending to be on budget through the end of the fiscal year.
BCDC: Bay Plan Amendment	<ul style="list-style-type: none"> BCDC has proposed amendments to the Bay Plan to incorporate the findings of climate change adaptation to protect the Bay and essential infrastructure from the potential impacts of sea level rise. Public workshops were held on May 19th and June 2nd. Results will be incorporated into the 4th preliminary staff recommendation. Revised staff report is expected to be released on July 29, for consideration by the Commission on September 1, 2011. BACWA AIR attended BCDC meetings and submitted a comment letter supporting the language in the Bay Plan Amendment about protecting critical infrastructure.

Report to BACWA Board from AIR Committee (June 2011)

Additional info	http://www.bcdc.ca.gov/proposed_bay_plan/bp_amend_1-08.shtml
CARB: Amendments to ATCM Regulations	<ul style="list-style-type: none"> Airborne Toxic Control Measure (ATCM) for Stationary Compression Ignition (CI) Engines applies to any person who owns or operates a stationary CI engine with a rated brake horsepower (bhp) > 50 bhp. Amendments effective May 19, 2011: <ul style="list-style-type: none"> <i>Emission Limits for New Emergency Standby Engines:</i> Any new emergency standby engine to meet the 2007 model year or newer emissions limits in the Off-Road Standards, title 13, California Code of Regulations section 2423, for all pollutants. <i>Tier 4 Emissions Limit and Sell-Through Requirements for Prime Engines:</i> Alignment of the particulate matter emissions limit for CI engines with EPA new source performance standard (NSPS) of 0.02 g/bhp-hr and alignment with the NSPS deadlines for installing prime engines from a previous model year.
Additional info	http://www.arb.ca.gov/diesel/statport.htm
Phase 25 (2011-2012)	<ul style="list-style-type: none"> Chair - Randy Schmidt (CCCSD); Vice-Chair - Nohemy Revilla (SFPUC) Specific topics of interest: <ul style="list-style-type: none"> Climate change adaptation, including the BCDC Bay Plan and AB 752, which proposes that a sea level rise response plan be drafted by cities, counties, harbor districts, ports and sanitary districts Coverage on renewables, including CWCCG's coverage on this topic Continued coverage on boiler and ICE regulations More collaboration and info-sharing among members to help streamline BAAQMD facility reviews

Next AIR Committee Meeting:

Wednesday, July 20, 2011 - SFPUC Oceanside Wastewater Treatment Plant:
Meeting will include a tour of the wastewater treatment plant and a presentation about the FOG and bio-energy/fuels renewable programs of SFPUC.

BAPPG Committee Report to BACWA Board

Meeting Date: June 23, 2011
Prepared By: Sharon Newton, City of San Jose
BAPPG Committee Chair

Project Updates

Project	Update	Completion Date
Dental Amalgam Separator List	<p>The BAPPG List of Approved Dental Amalgam Separators was updated and posted on the Baywise website. In order to be included distributors or manufacturers must provide current technical information about its amalgam separator equipment to BAPPG. The submitted information includes a laboratory test of equipment effectiveness performed by an accredited laboratory according to the 1999 or later edition of Standard No. ISO-11143.</p> <p>Project Lead: Meg Gale (SFPUC)</p>	May 2011
Teleosis Hospice Outreach	<p>BAPPG partnered again with Teleosis, a green healthcare organization, to conduct outreach to Bay Area hospice organizations regarding alternatives to drain disposal of pharmaceuticals. Teleosis arranged and presented to six groups of hospice nurses, developed outreach materials for four counties that included local medication drop-off sites, and updated on-line search engines with Bay Area-wide information on drop-off locations.</p> <p>Project Leads: Karin North (Palo Alto), Jen Jackson (EBMUD)</p>	June 2011
Regional Bay Protection & Behavior Change Campaign	<p>Several members of the BAPPG Steering Committee attended a meeting held on June 7, 2011 to continue discussions regarding a regional Bay Protection and Behavior Change Campaign. The next steps identified at this meeting include seeking funding for development of a regional brand and securing commitment from partners. BAPPG is supportive of this effort to coordinate regional outreach.</p>	June 2011
Chinook Book Ads	<p>The Chinook Book is an annual green coupon book published in two editions: one for the South Bay and one for the East Bay. BAPPG will insert an ad to promote pharmaceutical collection opportunities. The coupons last a year, providing numerous opportunities for users to see our ad. The new books will be released in the fall, but ads are purchased and placed in the spring.</p> <p>Project Lead: Karin North (Palo Alto)</p>	Fall 2011

Next BAPPG Meeting

August 3, 2011, 10am – 12 pm, 1515 Clay Street, Oakland, CA, Second Floor, Room 12

Collection Systems Committee Report to BACWA Board

June 14, 2011

From: Andy Morrison, Committee Chair

Prepared By: Andy Eggleston

Committee Request for Board Action:

None.

Highlights of New Items Discussed and Action Items

Changes to State-wide SSO WDR

The State Water Board received over 150 comment letters on the proposed revisions to the state-wide sanitary sewer system (SSS) Waste Discharge Requirements (WDR) that were released on March 24, 2011. The letters received by the May 13, 2011 comment deadline are available online at: http://www.waterboards.ca.gov/water_issues/programs/sso/comments_ssswdr051311.shtml. It is anticipated that it will take several months for the State Water Board to respond to the comments submitted. Early in the month, committee leaders were informed that no State Water Board hearings had yet been scheduled. More recently we have learned there are two possible scenarios for further activity. First, if State Water Board staff decides to only implement "minor" changes to the SSS WDR, a State Water Board workshop would be held to receive comments, and then the final adoption would happen one month later. Second, if more substantive changes are anticipated, State Water Board staff intends to talk to stakeholder organizations individually prior to bringing a revised draft version to the State Water Board.

Changes to Two-hour SSO Reporting Requirement

Regional Water Board (RWB) staff have notified collection system agencies through an email that the Water Board Electronic Reporting System for 2-hour reporting (WBERS) is no longer being used to electronically receive 2-hour or 24-hour Sanitary Sewer Overflow (SSO) reports, and agencies will no longer be able to obtain data from the system as of July 1, 2011. RWB staff have also requested that applicable sewer spills now be reported to CalEMA and the local Health Department only (not the RWB), within 2 hours, because CalEMA forwards SSO reports to the Water Board. However, it is unlikely that agencies will be in compliance with State Water Board Order No. 2008-002-EXEC by not reporting to the Regional Water Board, so it is recommended that BACWA work with Lila Tang to have her write a letter documenting her interpretation of the reporting requirements.

Field Automation Practices

Committee members talked about their experiences and asked questions related to collection system field automation practices at the June 2 committee meeting. This information has been compiled into a document titled "Field Automation Practices," which is attached to this report. This document will also be placed on the BACWA website for easy access.

Next BACWA Collection Systems Committee Meeting

The next committee meeting is scheduled for Thursday, July 14, 2011 at the Boy Scouts facility in San Leandro.

Bay Area Clean Water Agencies
Collection System Committee

Field Automation Practices

June 14, 2011

Notes from a Committee Discussion on June 2, 2011

Laptops and Information Access

Agencies have been using mobile technology to improve access to information in the field. In some cases, field crews have started carrying laptops in their trucks. Use of these laptops varies greatly among agencies, and even among applications. For example, some computer programs rely on wireless data transmission, while others may only use information stored directly on the local hard drive. In the second case, this information may be periodically updated or synched with agency databases. One agency representative pointed out that although there had originally been some resistance to using laptops in the field, crews' responses to the idea have improved significantly over time.

Benefits

- Laptops allow field crews to access interactive electronic maps, sometimes linked to databases, in the field.
- Users can access critical information that may otherwise be unavailable, especially at night (for example, history of line, work orders, photos, and addresses).
- Layers may be turned on and off as needed.
- USA information is available wirelessly.
- Older paper maps are sometimes not as accurate as electronic maps. GIS can provide a more accurate tool for locating system elements.
- Field crews can document details of work completed throughout the day, which are then uploaded directly to the agency's server or database.

Practical Considerations: Concerns, Solutions, and Tips

- In one case, a City's IT department did not have ability to implement the desired field technology, so the utility department had to hire their own consultant.
- It has been difficult in some cases to find laptops with hard drives big enough to store a complete collection of the agency's maps and related information.
- ArcGIS software is available that allows mobile access to the agency's GIS information.
- Changing field practices to use electronic systems is taking some time.
- Implementing new technologies costs money. For example, one agency representative reported that he had initially budgeted \$50,000 to put new equipment in place, but other agencies indicated it would be more than that.

- Laptops left in trucks may be targeted for theft. In response, laptops and trucks may be equipped such that the laptops can be locked down.
- Crew members have to be careful not to get laptops wet when they have been working in the rain.
- There are some advantages to the old paper map systems. For example, it was easy for field crews to make note of edits that needed to be made to paper maps, or to make copies of maps quickly available to emergency workers to illustrate a problem. At least one agency representative reported that there was a small printer onboard the CCTV truck, which could be used to solve this problem.
- Data transmission must be fast and reliable in order to be useful, especially for SCADA.
- One local agency has set up their own local ultra high frequency (UHF) data transmission system, which has benefits related to reliability and independence, but does require some maintenance.
- It was suggested that microwave transmission might be a good alternative, but it is relatively expensive and there was some question about its ability to transmit data over long distances.
- iPads might be useful for taking pictures, sharing files and downloading data at the end of the data.

Questions Left Unanswered

- How often do the laptops have to be replaced?
- How much time does it take for field crew to enter information? Do these systems increase efficiency, or take crew time away from cleaning?
- Will the field crew neglect their work to surf the internet?

Wireless Sewer Flow Level Monitoring Equipment

Several agencies shared their experience with self-contained wireless level monitoring and data logging units. Agency representatives reported that several similar products are available from different companies, including SmartCover, Mission Float, US³ and Ortech Controls.

Benefits

- These units have helped agencies prevent sanitary sewer overflows (SSOs) by sending out warning alarms.
- In one case, a high level alarm received from a unit located in a manhole 10 feet from a storm drain allowed the agency to prevent a Category 1 SSO.
- Another agency reported that 11 SmartCovers installed last year prevented 10 SSOs.
- The units can also sense when the manhole cover is being removed (although they do not differentiate between collection system workers and members of the public, unfortunately).

Practical Considerations: Concerns, Solutions, and Tips

- Expense is an issue. The units cost approximately \$3,000 each to purchase, and an additional \$300 per year to operate.

- Due to the cost, it is not practical to equip all manholes with this technology.
- Placement of the units may be prioritized (for example, based on proximity to streams).
- The units can also be moved. For example, they can be used for monitoring in problem areas, and then moved to another location once the problem has been fixed.
- SmartCovers reportedly do not reliably provide notification of batteries dying.
- One agency expressed general concerns with the US³ product.

Additional Notes

- One local agency has hired a consultant to assist with preparation of an IT Master Plan.
- Problem areas and details may be identified on Google Earth before arriving on site.
- City of LA is using hand-held units that operate through the cell phone network for work orders and related information. The units are very durable. In addition, their trucks are tagged, so each one can be located and anyone in the network can see if a work order has been opened or closed at any time.

Permits Committee – Report to BACWA Board

Reporting Date: 6/10/11
Executive Board Meeting Date: 6/23/2011
Committee Chair: Jim Ervin

Committee Request for Board Action: None.

Upcoming Permits/Permit Amendments –

July – USS-POSCO Industries, American Canyon, Chevron Products/Richmond Refinery

Report from Regional Water Board Staff: Several staff members have retired or will leave soon. Johnson Lam retired in May. Gina Kathuria and Heather Ottaway will leave in June. Claudia Villacorte will be taking over the enforcement section from Gina. The permit reissuance schedule could be affected by all the departures.

The American Canyon NPDES permit will be reissued with changes to the MRP that will eventually be added to all permits: Better organized and clearer headings for monitoring requirements. The Water Board letter that directed dischargers to report via eSMR will be summarized as part of the MRP.

PCBs TMDL: The PCBs permit amendment was adopted by Regional Water Board on 9 March and is effective on 1 April. Dischargers have received copies of the PCBs sampling and reporting protocol that was sent out May 17th. Some POTWS collected the first reportable PCBs data using method 1668c in April. Lila reminded the group that PCBs lab reports should be attached to eSMR submissions for those dischargers using eSMR.

eSMR: The second group of agencies is required to submit first eSMR reports (for the reporting month of June) by end of July. The second group includes: Central Marin, Delta Diablo, Fairfield-Suisun, Napa, San Mateo, Sonoma, SBSA, South San Francisco & San Bruno, Sunnyvale, and West County Agencies (plus ConocoPhillips and Valero).

- From now on ERS reports can be submitted to Water Board only as hard copies.

WET Policy: Four BACWA representatives, Jim Ervin, Jim Kelly, Margaret Orr, and Laura Pagano, met with State Water Resources Control Board members on 18 April.

- BACWA reps are now tentatively scheduled to have a follow-up meeting with State Board staff members and Debra Denton in Sacramento on 7 July (9:00 to 11:00 room 1510) to discuss proposed Toxicity Policy.
- A public workshop on the toxicity policy is anticipated for August 2011.
- The State Water Board is currently planning to adopt a toxicity policy by January 2012.

Numeric Nutrient Endpoint: An RMP nutrient outreach education meeting is scheduled for 29 June. BACWA submitted comments on the NNE literature review (see attached). The NNE group expects to release a project work plan late in 2011. SFEI has requested nutrient data from the three South Bay POTWs to aid Lester McKee's presentation at the June 29th meeting.

Sanitary Sewer Spill Reporting: On June 2nd, Regional Water Board staff Gina Kathuria sent an email informing Bay Area dischargers that the WBERS web-based reporting system for 2-hour reporting of sewage spills terminates immediately. Data will not be available from the system after June 30. Lila Tang requested that applicable sewer spills now be reported to CalEMA and the local Health Department only, within 2 hours. CalEMA forwards SSO reports to the Water Board. 24-hour and 5-day follow-up written reports may be e-mailed to Water Board staff. It is unlikely that agencies will be in compliance with 2008-002-EXEC by not reporting to the Regional Water Board, so the Permits Committee recommends that BACWA work with Lila Tang to have her write a letter with her interpretation of the reporting requirements.

Federal Dental Amalgam Standards: Tim Potter convened a workgroup meeting of BACWA and Water Board members on 1 June to develop comments on proposed EPA standards for the dental industry. The proposed standards at this point call for regulation of dental offices as a new federal categorical standard. EPA plans to propose a new rule in October 2011, but has also encouraged affected parties to provide preliminary comments in advance of the formal public rulemaking. A proposed comment letter was provided for BACWA executive review and approval on 10 June. Final comments should be submitted to EPA by 17 June.

Next BACWA Permits Committee Meeting: Tuesday, July 12th, 2011, at EBMUD Plant Library.

NNE INDICATORS, LITERATURE REVIEW, AND DATA GAP ANALYSIS

*BACWA Nutrient Strategy Assistance
Comment Letter - ADDENDUM*

June 15, 2011

Comments

1. While a goal for the development of NNE is to provide for a healthy ecosystem for San Francisco Bay, one must be aware that other factors may challenge the full attainment of this goal. There is much chaos in nature, i.e., climate (Cloern et al. (2005), invasive species (Cloern et al. (2006), coastal upwelling (Cloern et al. (2006), etc.), which has influenced many facets of the San Francisco Bay ecosystem and which cannot be predicted and/or managed for. Therefore, water quality and natural resource managers should consider these factors, when developing NNEs or implementing regulatory actions for when the NNEs are not attained. For example, State of Massachusetts water quality managers set threshold indicators or targets for the MWRA outfall that when exceeded required MWRA to investigate the cause of the threshold exceedance and to develop a management action to correct or abate the exceedance if it was found to occur as a result of wastewater effluent.
2. The Bay Delta Conservation Plan (BDCP) could have significant impacts on the Delta and how it is managed. For example, recommended habitat conservation efforts describe flooding the Yolo Bypass while simultaneously converting the islands to wetlands. This strategy would result in a slug of salt water migrating upstream during these events (probably a short term effect). It is unknown whether the water quality impacts associated with this strategy have been identified or considered in the NNE. It is recommended that NNE efforts be coordinated with the BDCP to ensure that common goals and objectives are being sought.
3. While light may be limiting growth in the Bay and while light attenuation appears to be decreasing and allowing additional algal growth, it would be a challenge to “hind-cast” what conditions in the Bay might have been if light levels would have been different years ago. This is because there are other co-factors at work, i.e., benthic grazing due to suspension feeders and more recent changes in grazing pressure due to new invasive species that may be reducing suspension feeder biomass and, therefore, grazing pressure. In addition, light is not totally the answer as south SF Bay appears to have moderate levels of algal growth despite light attenuation ... residence time is also a factor. While it may not be possible to answer the question directly, construction of a mathematical model when used in conjunction with model sensitivity analysis may help to better understand the past and future state(s) of the bay.

4. The choice of having or not having a real suspension feeder sub-model in the larger water quality model should be evaluated as the conceptual site model of the bay is being developed. If a feeder sub-model is recommended, there are data that would need to be monitored for to support parameterization of and calibration of the model.
5. A number of factors have been identified by the authors as potential causes for reduced algal growth in north San Francisco Bay. These include (in no particular order) residence time, light, stratification, and benthic filtration. While the authors identified pesticides as a potential co-factor influencing the benthic community, they did not identify pesticides and herbicides as potential co-factors influencing algal growth. It is recommended that resolution be provided (through water quality monitoring) to differential between nutrient-specific, pesticide/herbicide-specific, and combined nutrient/pesticide/herbicide impacts on algal growth.
6. We support the recommendation regarding monitoring and more specifically, it is recommended that NNE monitoring efforts be coordinated and lead through the RMP Nutrient Strategy Program. Additionally, this effort should be synchronized with CVRWQCB Delta monitoring efforts.

References

Cloern, J.E., T.S. Schraga, C.B. Lopez, and N. Knowles, 2005. Climate anomalies generate an exceptional dinoflagellate bloom in San Francisco Bay. *Geophysical Research Letters*. Volume 32

Cloern, J.E., A. D. Jassby, T.S. Schraga, and K.L. Dallas, 2006. What is causing the phytoplankton increase in San Francisco Bay

Grant Disbursement Summary to Date (June 13, 2011)											
Bay Area Integrated Regional Water Management (IRWM) Prop 50 Grant											
Agr. No.	Implementing Agency	Project Title	DWR Proj. No.	Max. State Grant Funds by Project	Grant Funds Invoiced to date	Paid by DWR to date	DWR Retention	Admin ² Funds Rec'd by BACWA	Funds paid out to date	Payable as of this date	Total Paid and Payable
1	Contra Costa Water District	Regional Intertie (VFDs)	1	500,000.00	499,999.59	449,999.63	(49,999.96)		445,803.20	0.00	445,803.20
		BACWA Admin	16	15,625.00	7,142.85	6,428.56	(714.28)	15,625.00			
2	East Bay Municipal Utility District	Reg. Conservation Outreach	2	250,000.00	250,000.00	250,000.00	0.00		2,184,125.69	0.00	2,184,125.69
		California WaterStar Initiative -	3	525,000.00	0.00	0.00	0.00				
		New Business Guidebook Pilot	4	75,000.00	0.00	0.00	0.00				
		Richmond Adv Recycling	8	2,127,600.00	2,127,600.00	1,914,840.00	(212,760.00)				
		BACWA Admin	16	46,875.00	21,428.55	19,285.69	(2,142.85)	46,875.00			
3	City of Redwood City	Redwood City Recycled WP	5	972,800.00	972,800.00	972,800.00	0.00		978,759.11	469.45	979,228.56
		BACWA Admin	16	15,625.00	7,142.85	6,428.56	(714.28)	15,625.00			
4	City of Palo Alto	Mt.View-Moffett Recycl WP	6	972,800.00	972,800.00	972,800.00	0.00		965,858.13	2,745.43	968,603.56
		BACWA Admin	16	15,625.00	7,142.85	6,428.56	(714.28)	15,625.00			
5	Santa Clara Valley Water District (& San Jose)	Reg. Conservation Outreach	2	125,000.00	125,000.00	125,000.00	0.00		80,625.00	18,285.69	98,910.69
		South Bay Adv Recycl WTP	7	2,934,600.00	0.00	0.00	0.00				
		BACWA Admin ³	16	31,875.00	6,428.55	5,785.69	(642.85)	31,875.00			
SJ	City of San Jose	BACWA Admin for SCVWD ³	16	15,000.00	15,000.00	13,500.00	(1,500.00)	15,000.00	7,000.00	6,500.00	13,500.00
6	North Coast County WD (& SFPUC)	Pacifica Recycled Water Proj	9	744,400.00	0.00	0.00	0.00		0.00	1,928.56	1,928.56
		BACWA Admin ³	16	10,625.00	2,142.85	1,928.56	(214.28)	10,625.00			
SF	S.F. Public Utilities Comm	Reg. Conservation Outreach	2	297,550.00	297,550.00	297,550.00	0.00		242,045.00	51,612.13	293,657.13
		BACWA Adm for Reg. Consvr	16	31,250.00	14,285.70	12,857.13	(1,428.57)	31,250.00			
		BACWA Admin for NCCWD ³	16	5,000.00	5,000.00	4,500.00	(500.00)	5,000.00			
SOL	Solano Co. Water Agency	Reg. Conservation Outreach	2	50,000.00	50,000.00	50,000.00	0.00	45,000.00		5,000.00	50,000.00
7	North Marin Water District	North Marin Recycled Water	10	244,550.00	244,550.00	244,550.00	0.00		241,750.47	281.67	242,032.14
		BACWA Admin	16	9,375.00	4,285.71	3,857.14	(428.57)	9,375.00			
8	Zone 7 Water Agency	Reg. Conservation Outreach	2	60,000.00	60,000.00	60,000.00	0.00		806,428.56	0.00	806,428.56
		Mocho GW Demin Project	11	740,000.00	740,000.00	740,000.00	0.00				
		BACWA Admin	16	15,625.00	7,142.85	6,428.56	(714.28)	15,625.00			
9	Marin Municipal Water District	Reg. Conservation Outreach	2	200,000.00	200,000.00	200,000.00	0.00		478,187.05	0.00	478,187.05
		Direct Installation HET Prog	12	366,800.00	311,894.35	280,704.92	(31,189.44)				
		BACWA Admin	16	9,375.00	4,285.71	3,857.14	(428.57)	9,375.00			
10	Montara Water & Sanitary District	Groundwater Exploration Project	13	37,100.00	37,100.00	33,390.00	(3,710.00)		33,390.00	1,285.71	34,675.71
		BACWA Admin	16	3,125.00	1,428.57	1,285.71	(142.86)	3,125.00			
11	Alameda County Water District	Reg. Conservation Outreach	2	60,000.00	60,000.00	60,000.00	0.00		589,334.11	6,469.45	595,803.56
		Alameda Creek Phase 2 Fish	14	600,000.00	600,000.00	540,000.00	(60,000.00)				
		BACWA Admin	16	15,625.00	7,142.85	6,428.56	(714.28)	15,625.00			
12	Sonoma Valley County Sanit. Dist.	Sonoma-Napa Marsh RWP	15	366,800.00	269,322.36	242,390.12	(26,932.24)		246,247.26	0.00	246,247.26
		BACWA Admin	16	9,375.00	4,285.71	3,857.14	(428.57)	9,375.00			
Grand Total				12,500,000.00	7,932,901.89	7,536,881.70	(396,020.19)	250,000.00	7,344,553.59	94,578.11	7,439,131.70

Notes: 1. BACWA Administration Costs invoiced, paid and retained to date:

114,285.59

102,857.03

(11,428.56)

3. Reimburse SFPUC and San Jose for Admin Costs until reimbursement = \$80k then pay SCVWD & NCCWD

2. Admin funding = \$152,250 in upfront funding plus grant check deductions.

6/15/2011

Director's Report to the Board

May 21, 2011 – June 17, 2011

Prepared for the June 23, 2011 Executive Board meeting

A. ORGANIZATIONAL DEVELOPMENTS

- **Accounting.** The Executive Director (ED) and Assistant Executive Director (AED) began preparing for the end of year close on July 7, including contacting consultants for year-end invoices, reviewing the close schedule, preparing the budget format for the next fiscal year, and drafting contracts for key services. Next steps include generating member invoices and generating a year-end report (available in the fall).
- **Strategic Planning.** The ED began incorporating changes to the strategic plan and crosswalking it to the workplan. A proposal will be presented to the Board for adoption in July or August.
- **Communications.** The ED prepared and sent the June electronic newsletter. Views for the newsletter appear constant each month (around 30%); four emails were received from the membership complimenting the newsletter. The ED finished a draft Annual Report and sent to a consultant for review and layout. The Annual Report will be released and sent to members once end of year financial information is available (Fall 2011).

B. REGULATORY AFFAIRS

- **Mercury.** Tim Potter, the project manager, led a team in preparing a draft comment letter from BACWA on EPA's forthcoming dental amalgam rulemaking. This draft was routed through BACWA, the Bay Area pretreatment group, BAPPG, Tri-TAC/CASA and NACWA. The letter is expected to be sent to EPA on Friday, June 17.
- **PCB TMDL Implementation.** The State Water Board updated its PET tool to allow reporting for all 209 congeners; BACWA communicated to members that 1668c results should be provided to the State Water Board and EPA by attaching pdf of lab reports, not by uploading via the PET tool. The ED coordinated with the Western States Petroleum Association on this issue, who are aware of and complying with this reporting plan. The ED will be meeting with WSPA members to coordinate on this and other issues.
- **Selenium.** No new developments.
- **Nutrients.** The ED coordinated with consultants to prepare and submit comments on the Numeric Nutrient Endpoint documents, prepare presentations for the June 29 Nutrient Science and Management Workshop, and on revisions to the BACWA Strategic Plan. The ED also worked with the Regional Water Board on topics and speakers for the State of the Estuary Panel and to get an update on the NNE process and next steps.
- **e-SMR Transition.** Johnson Lam, who maintained the Regional Water Board's ERS system retired in May, but has indicated that he will continue to stay active in working on State reporting database issues. The ED prepared and presented a BACWA Certificate of Appreciation to Johnson at the May Regional Water Board hearing.
- **Sanitary Sewer Overflow Waste Discharge Requirements.** No new developments.
- **Whole Effluent Toxicity Policy.** The ED communicated with Permits Committee representatives and LA County Sanitation District regarding the draft policy. Permits Committee representatives have set up a meeting with State Water Board staff to discuss on July 7.

- **Permits.** The ED assisted in preparing comments on the Chevron permit, including communicating with Chevron to ensure that the

C. COLLABORATIONS

- **Energy.** No new developments.
- **Aquatic Science Center.** Representatives from BACWA, including the ED, attended another strategic planning meeting for the Aquatic Science Center, at which support for combined governance of SFEI and ASC was expressed.
- **Baywide P2 Campaign.** The ED participated in another meeting regarding a regional education and behavior change campaign. More information is included in the June meeting materials.
- **Proposition 84.** Final decisions from DWR are expected in July, with an executed agreement sometime in early 2012. The ED is preparing a memorandum to update the Executive Board on the status of the award, BACWA's role, and next steps.
- **Other.** The ED attended another meeting of the SFEP IC, and met with the Sustainable Development Policy Director of the San Francisco Planning and Urban Research Council (SPUR). SPUR is a research and advocacy group that promotes good planning and governance in the Bay Area.

BACWA has been requested to become a partner for the Clean Water America Alliance's Urban Water Sustainability Leadership Conference, October 3-5, in Milwaukee. There is no cost, but partners are asked to promote the event. The conference will bring together teams of municipal leaders to explore sustainability models that feature cross-agency collaboration for green infrastructure and resource recovery.

MEETINGS

- June 20: Summit Partners
- June 29: RMP Nutrient Science & Management Workshop
- July 12: Permits Committee
- July 13: Laboratory Committee
- July 13: Regional Water Board Meeting
- July 14: Collection Systems Committee
- July 14: Tri-TAC (San Leandro)
- July 20: AIR Committee
- July 28: Executive Board



Executive Board Meeting Minutes

Thursday, May 26, 2011, 9:00 a.m. – 2:00 p.m.

EBMUD Orinda Facility

500 San Pablo Dam Road, Orinda, CA

ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Ben Horenstein, Chair (East Bay Municipal Utility District); Tommy Moala, Vice Chair (San Francisco Public Utilities Commission); Jim Kelly (Central Contra Costa Sanitary District); Mike Connor (East Bay Dischargers Authority); Bhavani Yerrapotu (City of San Jose).

Other Attendees: Kirsten Struve (City of San Jose); Laura Pagano (San Francisco Public Utilities District); Margaret Orr (Central Contra Costa Sanitary District); Jim Ervin (City of San Jose); Amanda Roa (Delta Diablo Sanitation District); Andy Morrison (Union Sanitary District); Tom Hall (Sunnyvale/Eisenberg Olivieri Associates, Inc.); Judy Kelly (San Francisco Estuary Partnership); Monica Oakley (RMC Environmental); Denise Connors (Larry Walker Associates); Kevin Kennedy (HDR Engineering); Amy Chastain (BACWA); Alexandra Gunnell (BACWA).

PUBLIC COMMENT

There were no public comments.

REPORTS

Committee Reports, agenda item 1, were included in the meeting handout packet and attendees were invited to elaborate on their reports or field questions.

The Permits Committee Chair and the BACWA Executive Director (ED) will work together to develop and distribute language for agencies to include in their pretreatment reports to address the attachment H recommendation of staggered influent and effluent sampling.

Templates developed by the ED and RMC Environmental for Whole Effluent Toxicity (WET) policy and state-wide sanitary sewer system (SSS) Waste Discharge Requirements (WDR) comment letters, were distributed to Permits and Collection Systems committees and were used by many BACWA member agencies who submitted comments.

For **agenda item 2**, the **Proposition 50 Grant Disbursements Status Report** was included in the meeting handout packet. Recycled Water Committee Chairs worked hard to prepare recycled water portion of the Prop84 Bay Area IRWM grant application. It has been recommended for funding, and DWR is expected to finalize the decision in late June. The ED will get estimates for award dates and when the money may be received.

For **agenda item 3**, the **Executive Director's Report**, was included in the meeting handout packet. The ED noted that a June 1st kickoff meeting has been scheduled by Tim Potter to discuss dental amalgam reporting and urged the BACWA Executive Board members to sign up for the Regional Monitoring Program (RMP) Nutrients workshop scheduled for June 29, 2011.

Executive Board (Board) members were invited to share any items of interest under **agenda item 4**, **Executive Board Reports**, including information about meetings that were attended by BACWA representatives this month. It was mentioned that the next Aquatic Science Center strategic planning session is scheduled for June 2, 2011 and the plan should be completed by fall of 2011. The Board encouraged the ED to continue scheduling regular meetings with the San Francisco Regional Water Quality Control Board (Water Board).

CONSENT CALENDAR

*Consent calendar **agenda items 5 through 10** were approved in a motion made by Tommy Moala and seconded by Jim Kelly. The motion carried unanimously.*

5. Minutes from April 25, 2011 Executive Board Meeting.
6. March 2011 Treasurer's Report.
7. State of the Estuary Conference Sponsorship; \$20,000; File 12,403.

Judy Kelly, Executive Director of the San Francisco Estuary Partnership (SFEP), presented and distributed information about the organization and the upcoming biennial State of the Estuary Conference. She explained that the overall conference budget is approximately \$300,000, of which an estimated \$80,000 is funded by attendance fees. Additional information about SFEP projects is available at www.sfestuary.org.

8. Bay Area Recycled Water Coalition, Amendment of Memorandum of Agreement; File 11,466.
9. Executive Board Chair and Vice Chair Nominations for Fiscal Year 2011 – 2012 File 12,432.

Consistent with previous years, it was recommended that the current Chair and Vice Chair serve for two consecutive terms.

10. Authorize contracts to implement Fiscal Year 2011 – 2012 BACWA and Special Programs budgets and workplans
 - a. RMC Water and Environment for Permits and Collection Systems Committees support, not to exceed \$50,000 (FY11-12) File 12,431;
 - b. Kennedy Jenks for InfoShare Groups support, not to exceed \$25,000 (FY11-12) File 12,430;
 - c. Alexandra Gunnell for Assistant Executive Director Services, not to exceed \$70,200 (FY11-12) File 12,427.

OTHER BUSINESS

For **agenda item 11**, a **Nutrient Discussion**, the ED reviewed her rough draft nutrient strategy framework, which she will circulate to the Board for their feedback, and meet with Water Board staff to discuss. Kevin Kennedy of HDR distributed and reviewed a handout. An electronic version will be distributed to the Board with a request that they send feedback Kevin Kennedy by close of business, Wednesday June 1, 2011. Kevin Kennedy will also revise the outline for the June 29, 2011 workshop presentation and send it to the Board for review. The ED will meet with HDR to discuss project schedule and budget and future Board meeting agendas will include one hour for continued discussion.

For **agenda item 12**, a **Strategic Planning Discussion** was led by the ED. The ED will revise the plan as recommended by the board and develop a proposed final draft of the refreshed BACWA Strategic Plan. The SWOT items will be included in the draft objectives and activities will be aligned with the fiscal year 2011-12 approved workplan. The ED recommends no major changes to the workplan and budget for 2011-12, and that the refreshed plan would be useful when developing the budget and workplan for fiscal year 2012-13.

The next regular meeting is scheduled for June 23, 2011, 9:00 a.m. to 12:00 p.m. at the EBMUD Lab Library, 2020 Wake Road, Oakland, CA.

The meeting adjourned at 2:00 p.m.



Bay Area Clean Water Agencies

A Joint Powers Public Agency

Leading the Way to Protect our Bay

June 8, 2011

MEMO TO: Bay Area Clean Water Agencies Executive Board
MEMO FROM: Gary Breaux, ^{LB}Director of Finance, East Bay Municipal Utility District
SUBJECT: Ten Month Treasurer's Report

As required by section eight of the Joint Powers Agreement establishing the Bay Area Clean Water Agencies (BACWA) and California Government Code Sections 6500 et seq., attached is the BACWA Treasurer's Report for the period covering **July 1, 2010 through April 30, 2011** (first ten months of the Fiscal Year 2010-2011). This report covers expenditures, cash receipts, and cash transfers for the following BACWA funds:

- Bay Area Clean Water Agencies (BACWA),
- BACWA Training Fund (Trng Fnd),
- Air Issues and Regulation Group (AIR),
- Bay Area Pollution Prevention Group (BAPPG),
- BACWA Legal Reserve Fund (Legal Rsrv),
- Water Quality Attainment Strategy (WQA CBC),
- BACWA Operating Reserve Fund (BACWAOpRes),
- Regional Water Recycling (RWR),
- BACWA Reserve (Reserve),
- Water/Wastewater Operator Training (WOT),
- WQA Emergency Reserve Fund (WQA Emerg),
- WQA Tech Action Fund (TechAction),
- CBC Operating Reserve Fund (CBC OpRsrv), and
- Prop50 Bay Area Integrated Regional Water Mgmt (PRP50)

Fund Balances as of month end 4/30/11

DESCRIPTION	BEGINNING FUND BALANCE 7/1/10	TOTAL RECEIPTS	TOTAL DISBURSEMENTS	ENDING FUND BALANCE 4/30/11	OUTSTANDING ENCUMBRANCES	UNOBLIGATED FUND BALANCE 4/30/11
BACWA	334,476	690,142	375,931	648,687	221,011	427,676
TRNG FND	250,000	1,387	-	251,387	-	251,387
AIR	2,592	86,051	33,838	54,805	56,954	(2,149)
BAPPG	49,131	80,369	68,779	60,721	39,067	21,655
LEGAL RSRV	300,000	1,664	-	301,664	-	301,664
WQA CBC	64,897	457,329	272,428	249,799	195,537	54,261
BACWAOPRES	153,500	848	2,562	151,785	-	151,785
RWR	16,516	92	-	16,608	-	16,608
RESERVE	120,000	-	-	120,000	-	120,000
WOT	55,288	146,483	114,500	87,270	-	87,270
WQA EMERG	400,000	2,219	-	402,219	-	402,219
TECHACTION	250,000	1,387	-	251,387	-	251,387
CBC OPRSRV	162,000	899	-	162,899	-	162,899
PRP50	18,148	1,310,217	331,385	996,980	69,926	927,054
	2,176,549	2,779,086	1,199,423	3,756,212	582,495	3,173,716

BACWA Revenue Report for April 2011

DEPARTMENT	REVENUE TYPE	AMENDED BUDGET	CURRENT PERIOD			YEAR TO DATE				UNOBLIGATED
			DIRECT	INVOICED	JVS	DIRECT	INVOICED	JVS	ACTUAL	
Bay Area Clean Water Agencies	Administrative & General	-	-	-	-	-	-	-	-	-
Bay Area Clean Water Agencies	BDO Member Contributions	450,000	-	-	-	-	450,000	-	450,000	-
Bay Area Clean Water Agencies	BDO Other Receipts	-	-	-	-	-	73,158	(73,158)	-	-
Bay Area Clean Water Agencies	BDO Fund Transfers	-	-	-	1,058	-	-	74,216	74,216	(74,216)
Bay Area Clean Water Agencies	BDO Interest Income	15,000	-	-	1,007	-	-	3,926	3,926	11,074
Bay Area Clean Water Agencies	BDO Assoc.&Affiliate Contr	159,000	-	-	-	-	162,000	-	162,000	(3,000)
BACWA TOTAL		624,000	-	-	2,065	-	685,158	4,984	690,142	(66,142)
BACWA Training Fund	Administrative & General	-	-	-	-	-	-	-	-	-
BACWA Training Fund	BDO Interest Income	-	-	-	306	-	-	1,387	1,387	(1,387)
TRNG FND TOTAL		-	-	-	306	-	-	1,387	1,387	(1,387)
AIR-Air Issues&Regulation Grp	Administrative & General	-	-	-	-	-	-	-	-	-
AIR-Air Issues&Regulation Grp	BDO Member Contributions	83,400	-	-	-	-	84,828	-	84,828	(1,428)
AIR-Air Issues&Regulation Grp	BDO Other Receipts	-	-	1,000	-	-	1,000	-	1,000	(1,000)
AIR-Air Issues&Regulation Grp	BDO Interest Income	-	-	-	71	-	-	223	223	(223)
AIR TOTAL		83,400	-	1,000	71	-	85,828	223	86,051	(2,651)
BAPPG-BayAreaPollutnPreventGrp	Administrative & General	-	-	-	-	-	-	-	-	-
BAPPG-BayAreaPollutnPreventGrp	BDO Member Contributions	80,505	-	-	-	-	30,005	-	30,005	50,500
BAPPG-BayAreaPollutnPreventGrp	BDO Other Receipts	50,000	-	-	-	-	-	50,000	50,000	-
BAPPG-BayAreaPollutnPreventGrp	BDO Fund Transfers	-	-	-	-	-	50,000	(50,000)	-	-
BAPPG-BayAreaPollutnPreventGrp	BDO Interest Income	3,079	-	-	101	-	-	364	364	2,715
BAPPG TOTAL		133,584	-	-	101	-	80,005	364	80,369	53,215
BACWA Legal Reserve Fnd	Administrative & General	-	-	-	-	-	-	-	-	-
BACWA Legal Reserve Fnd	BDO Interest Income	-	-	-	367	-	-	1,664	1,664	(1,664)
LEGAL RSRV TOTAL		-	-	-	367	-	-	1,664	1,664	(1,664)
WQA-WtrQualityAttainmntStratgy	Administrative & General	-	-	-	-	-	-	-	-	-
WQA-WtrQualityAttainmntStratgy	BDO Member Contributions	450,000	-	-	-	-	450,500	-	450,500	(500)
WQA-WtrQualityAttainmntStratgy	BDO Other Receipts	-	-	-	-	-	9,637	(4,000)	5,637	(5,637)
WQA-WtrQualityAttainmntStratgy	BDO Interest Income	8,000	-	-	396	-	-	1,192	1,192	6,808
WQA CBC TOTAL		458,000	-	-	396	-	460,137	(2,808)	457,329	671
BACWA OperatingRsrv Fnd	Administrative & General	-	-	-	-	-	-	-	-	-
BACWA OperatingRsrv Fnd	BDO Interest Income	-	-	-	185	-	-	848	848	(848)
BACWAOPRES TOTAL		-	-	-	185	-	-	848	848	(848)

BACWA Revenue Report for April 2011

DEPARTMENT	REVENUE TYPE	AMENDED BUDGET	CURRENT PERIOD			YEAR TO DATE				UNOBLIGATED
			DIRECT	INVOICED	JVS	DIRECT	INVOICED	JVS	ACTUAL	
Regional Water Recycling	BDO Interest Income	-	-	-	20	-	-	92	92	(92)
RWR TOTAL		-	-	-	20	-	-	92	92	(92)
WOT - Wtr/Wwtr Operat Training	Administrative & General	-	-	-	-	-	-	-	-	-
WOT - Wtr/Wwtr Operat Training	BDO Member Contributions	-	-	-	-	-	142,000	4,000	146,000	(146,000)
WOT - Wtr/Wwtr Operat Training	BDO Interest Income	-	-	-	153	-	-	483	483	(483)
WOT TOTAL		-	-	-	153	-	142,000	4,483	146,483	(146,483)
WQA Emergency Resrve Fnd	Administrative & General	-	-	-	-	-	-	-	-	-
WQA Emergency Resrve Fnd	BDO Interest Income	-	-	-	489	-	-	2,219	2,219	(2,219)
WQA EMERG TOTAL		-	-	-	489	-	-	2,219	2,219	(2,219)
WQA Tech Action Fund	Administrative & General	-	-	-	-	-	-	-	-	-
WQA Tech Action Fund	BDO Interest Income	-	-	-	306	-	-	1,387	1,387	(1,387)
TECHACTION TOTAL		-	-	-	306	-	-	1,387	1,387	(1,387)
CBC Operating Resrve Fnd	Administrative & General	-	-	-	-	-	-	-	-	-
CBC Operating Resrve Fnd	BDO Interest Income	-	-	-	198	-	-	899	899	(899)
CBC OPRSRV TOTAL		-	-	-	198	-	-	899	899	(899)
Prop50BayAreaIntegRegnlWtrMgmt	Administrative & General	-	-	-	-	-	-	-	-	-
Prop50BayAreaIntegRegnlWtrMgmt	BDO Interest Income	-	-	-	388	-	-	1,028	1,028	(1,028)
Prop50BayAreaIntegRegnlWtrMgmt	BDO Administrative Expense	-	-	7,511	-	-	7,511	12,482	19,993	(19,993)
Prop50BayAreaIntegRegnlWtrMgmt	Contra Costa Regional Intertie	-	-	-	-	-	268,602	181,397	450,000	(450,000)
Prop50BayAreaIntegRegnlWtrMgmt	Regional Conservation	-	-	-	-	-	104,255	-	104,255	(104,255)
Prop50BayAreaIntegRegnlWtrMgmt	EBMUD Richmond RWP	-	-	266,327	-	-	266,327	-	266,327	(266,327)
Prop50BayAreaIntegRegnlWtrMgmt	Redwood City RWP	-	-	-	-	-	-	-	-	-
Prop50BayAreaIntegRegnlWtrMgmt	Mocho GW Demin Project	-	-	74,000	-	-	74,000	-	74,000	(74,000)
Prop50BayAreaIntegRegnlWtrMgmt	Direct Install HET	-	-	82,985	-	-	82,985	-	82,985	(82,985)
Prop50BayAreaIntegRegnlWtrMgmt	Alameda Creek Phase 2 Fish	-	-	-	-	-	-	311,629	311,629	(311,629)
PRP50 TOTAL		-	-	430,824	388	-	803,681	506,536	1,310,217	(1,310,217)

BACWA Expense Report for April 2011

DEPARTMENT	EXPENSE TYPE	AMENDED BUDGET	CURRENT PERIOD				YEAR TO DATE				OBLIGATED	UNOBLIGATED
			ENC	PV	DA	JV	ENC	PV	DA	JV		
Bay Area Clean Water Agencies	BC-Collections System	25,000	-	-	-	-	9,501	15,500	-	-	25,001	(1)
Bay Area Clean Water Agencies	BC-Permit Committee	25,000	-	-	-	-	10,349	14,653	-	-	25,002	(2)
Bay Area Clean Water Agencies	BC-Water Recycling Committee	11,000	11,000	-	-	-	11,000	-	-	-	11,000	-
Bay Area Clean Water Agencies	BC-Biosolids Committee	10,000	-	-	-	-	-	-	-	-	-	10,000
Bay Area Clean Water Agencies	BC-InfoShare Groups	25,000	(5,053)	5,053	-	-	12,474	12,526	-	-	25,000	-
Bay Area Clean Water Agencies	BC-Laboratory Committee	7,000	-	-	-	-	-	-	4,685	-	4,685	2,315
Bay Area Clean Water Agencies	BC-Miscellaneous Committee Sup	10,000	-	-	-	-	-	-	2,931	-	2,931	7,069
Bay Area Clean Water Agencies	TS-Media Relations Support	25,000	-	-	-	-	11,073	13,928	-	-	25,000	-
Bay Area Clean Water Agencies	TS-Consultant Support	100,000	-	-	-	-	58,443	21,057	-	-	79,500	20,500
Bay Area Clean Water Agencies	LS-Regulatory Support	20,000	(3,292)	3,292	-	-	4,808	5,192	3,878	-	13,878	6,122
Bay Area Clean Water Agencies	LS-Executive Board Support	10,000	-	-	-	-	5,000	-	-	-	5,000	5,000
Bay Area Clean Water Agencies	CAS-CWAA	10,000	-	-	-	-	-	-	10,000	-	10,000	-
Bay Area Clean Water Agencies	CAS-PSSEP	20,000	-	-	-	-	-	-	-	-	-	20,000
Bay Area Clean Water Agencies	CAS-CPSC	5,000	-	-	-	-	-	-	5,000	-	5,000	-
Bay Area Clean Water Agencies	CAS-PSI	500	-	-	-	-	-	-	500	-	500	-
Bay Area Clean Water Agencies	CAR-BACWA Annual Report	20,000	-	-	-	-	-	8,000	1,633	-	9,633	10,367
Bay Area Clean Water Agencies	CAR-BACWA Website Development/	70,000	(771)	771	-	-	9,834	15,916	2,871	-	28,621	41,379
Bay Area Clean Water Agencies	AS-BACWA Admin Expense	8,000	-	-	128	-	-	-	2,077	-	2,077	5,923
Bay Area Clean Water Agencies	CAR-Other Communications	15,000	-	-	-	-	13,590	4,410	194	-	18,194	(3,194)
Bay Area Clean Water Agencies	SP-BAPPG Contribution	50,000	-	-	-	-	-	-	50,000	-	50,000	-
Bay Area Clean Water Agencies	GBS-Contingency	15,000	-	-	-	-	-	-	2,320	-	2,320	12,680
Bay Area Clean Water Agencies	GBS- Meeting Support	10,000	(136)	136	-	-	438	562	6,884	-	7,884	2,116
Bay Area Clean Water Agencies	AS-Executive Director	130,000	(10,833)	10,833	-	-	32,500	97,500	-	-	130,000	-
Bay Area Clean Water Agencies	AS-Assistant Executive Directo	70,000	-	-	-	-	23,694	44,506	-	-	68,200	1,800
Bay Area Clean Water Agencies	AS-EBMUD Administrative Servic	44,000	(25,469)	25,469	(25,469)	-	18,308	25,469	-	-	43,777	223
Bay Area Clean Water Agencies	AS-Insurance	5,000	-	-	-	-	-	-	3,740	-	3,740	1,260
Bay Area Clean Water Agencies	WQA-CE-Technical Support	-	-	-	-	-	-	-	-	-	-	-
Bay Area Clean Water Agencies	BDO Contract Expenses	-	-	-	-	-	-	-	-	-	-	-
BACWA TOTAL		740,500	(34,554)	45,554	(25,341)	-	221,011	279,219	96,712	-	596,942	143,558
AIR-Air Issues&Regulation Grp	BDO Administrative Expense	4,038	-	-	-	-	-	-	4,038	-	4,038	-
AIR-Air Issues&Regulation Grp	BDO Contract Expenses	86,755	-	-	-	-	56,954	29,800	-	-	86,755	0
AIR TOTAL		90,793	-	-	-	-	56,954	29,800	4,038	-	90,793	0
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Fog	21,800	-	-	-	-	13	14,787	2,318	-	17,118	4,682
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Mercury	9,500	-	-	-	-	4,864	4,576	-	-	9,440	60
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Pesticides	16,000	-	-	-	-	2,960	3,040	10,000	-	16,000	-
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Copper	4,000	-	-	-	-	2,050	2,010	-	-	4,060	(60)
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Pharmaceutical	4,999	(800)	800	-	-	2,400	2,599	-	-	4,999	-
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-General P2	46,500	-	-	-	-	26,220	18,779	1,420	-	46,419	81
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Emerging Issues	5,000	-	-	-	-	-	-	-	-	-	5,000
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Other	8,396	-	-	-	-	560	3,440	-	-	4,000	4,396
BAPPG-BayAreaPollutnPreventGrp	BDO Administrative Expense	5,810	-	-	-	-	-	-	5,810	-	5,810	-
BAPPG TOTAL		122,005	(800)	800	-	-	39,067	49,231	19,548	-	107,846	14,159

BACWA Expense Report for April 2011

DEPARTMENT	EXPENSE TYPE	AMENDED BUDGET	CURRENT PERIOD				YEAR TO DATE				OBLIGATED	UNOBLIGATED
			ENC	PV	DA	JV	ENC	PV	DA	JV		
WQA-WtrQualityAttainmntStratgy	WQA-CE-Technical Support	191,728	121,447	3,553	-	-	169,514	65,173	-	-	234,687	(42,959)
WQA-WtrQualityAttainmntStratgy	WQA-CE-Collaborations & Sponso	50,000	-	-	-	-	-	-	50,000	-	50,000	-
WQA-WtrQualityAttainmntStratgy	WQA-CE-Trainings	7,190	-	-	-	-	-	-	-	-	-	7,190
WQA-WtrQualityAttainmntStratgy	WQA-CE-Commun. & Reporting	65,000	-	-	-	-	18,371	1,629	-	-	20,000	45,000
WQA-WtrQualityAttainmntStratgy	WQA-CE-Program Mgmt	39,000	-	-	-	-	-	-	-	-	-	39,000
WQA-WtrQualityAttainmntStratgy	WQA-CE-Other	103,430	-	-	70,000	-	7,652	11,278	83,538	-	102,468	962
WQA-WtrQualityAttainmntStratgy	BDO Administrative Expense	21,810	-	-	-	-	-	-	60,810	-	60,810	(39,000)
WQA CBC TOTAL		478,158	121,447	3,553	70,000	-	195,537	78,080	194,348	-	467,965	10,193
BACWA OperatingRsrve Fnd	BDO Contract Expenses	-	-	-	-	-	-	-	2,562	-	2,562	(2,562)
BACWA OPRES TOTAL		-	-	-	-	-	-	-	2,562	-	2,562	(2,562)
WOT - Wtr/Wwtr Operat Training	BDO Administrative Expense	2,500	-	-	-	-	-	-	2,500	-	2,500	-
WOT - Wtr/Wwtr Operat Training	BDO Contract Expenses	81,000	-	-	-	-	-	-	112,000	-	112,000	(31,000)
WOT TOTAL		83,500	-	-	-	-	-	-	114,500	-	114,500	(31,000)
Prop50BayAreaIntegRegnlWtrMgmt	BDO Administrative Expense	8,000	-	-	(1,358)	1,058	109	1,891	1,525	1,058	4,583	3,417
Prop50BayAreaIntegRegnlWtrMgmt	BDO Contract Expenses	78,017	-	-	-	-	69,817	8,200	-	-	78,017	0
Prop50BayAreaIntegRegnlWtrMgmt	Contra Costa Regional Intertie	-	-	-	-	-	-	-	-	176,731	176,731	(176,731)
Prop50BayAreaIntegRegnlWtrMgmt	Redwood City RWP	-	-	-	-	-	-	-	-	99,556	99,556	(99,556)
Prop50BayAreaIntegRegnlWtrMgmt	N. Marin RWP	-	-	-	-	-	-	-	-	24,455	24,455	(24,455)
Prop50BayAreaIntegRegnlWtrMgmt	Agency Prefunding Admin Exp	-	-	-	-	-	-	-	-	17,968	17,968	(17,968)
PRP50 TOTAL		86,017	-	-	(1,358)	1,058	69,926	10,091	1,525	319,768	401,311	(315,294)



BACWA EXECUTIVE BOARD ACTION REQUEST

AGENDA NO.: 8

FILE NO.: File 12,345

MEETING DATE: June 23, 2011

TITLE: Amendment 1 HDR Engineering Nutrient Strategy Support

☒ MOTION _____ ☐ RESOLUTION _____

RECOMMENDED ACTION

Authorize Amendment No. 1 to the original agreement with HDR Engineering to extend the contract termination date to December 31, 2011 to support Nutrient Strategy Development.

SUMMARY

Since March of 2011 HDR Engineering has worked with BACWA to develop a strategy to understand and support ongoing research related to nutrient enrichment and to develop the data necessary to inform potential regulations. This amendment will extend the contract termination date and allow remaining tasks contained on the original contract scope to be completed.

FISCAL IMPACT

This amendment has no direct fiscal impact.

ALTERNATIVES

This action does not require consideration of alternatives.

Attachments:

1. Amendment 1 HDR Nutrients 12,345

Submitted: _____

Executive Director Approval: /s/ Amy Chastain

**AMENDMENT NO. 1
TO
AGREEMENT BETWEEN
BAY AREA CLEAN WATER AGENCIES
AND
HDR Engineering, Inc.
FOR
Nutrients Strategy Development Support**

This Amendment No. 1 is made this 23rd day of June, 2011, in the City of Oakland, County of Alameda, State of California, to that certain agreement File 12,345 of March 2nd, 2011 by and between HDR Engineering and Bay Area Clean Water Agencies, (BACWA) (the "Agreement") in consideration of the covenants hereinafter set forth.

1. BACWA and HDR Engineering agree to extend the contract termination of June 30, 2011 contained in the Agreement to a new termination date of December 31, 2011.
2. Except as herein expressly modified, the Agreement remains in full force and effect.

BAY AREA CLEAN WATER AGENCIES

By _____
Ben Horenstein, Chair Executive Board

Dated _____

HDR ENGINEERING, INC.

By _____

Dated _____

BACWA EIN: 94-3389334



BACWA EXECUTIVE BOARD ACTION REQUEST

AGENDA NO.: 9

FILE NO.: 12,436; 12,437; 12,439; 12,447 – 12,449

MEETING DATE: June 23, 2011

TITLE: Approval of Contracts to Implement FY 2011-12 BACWA and Special Programs Budgets and Workplans.

☒ MOTION _____ ☐ RESOLUTION _____

RECOMMENDED ACTION

Authorize the approval of six contracts to implement the Fiscal Year 2011 – 2012 BACWA and Special Programs Budgets and Workplans.

SUMMARY

The BACWA fiscal year (FY) begins July 1, 2011. In order to not experience a gap in core services, BACWA typically executes contracts for the coming FY in May and June. The six contracts summarized below will ensure that, as of July 1, BACWA has as needed technical assistance (RMC, LWA, EOA) and communications support (Circle Point). The agreement with CH2M Hill will provide the AIR Committee with technical consultant support and is contingent upon the collection of annual membership dues from AIR Committee members. Bills will be sent to the members within the first two weeks of July 2011. The agreement with Stephanie Hughes will provide BAPPG with outreach support for their mercury and copper reduction programs. All of these contracts were included in FY 2011 - 2012 workplans and budgets, become effective July 1, 2011, and terminate June 30, 2012.

Contractor	Services	FY 2012 Budget	Contract Amount	Remain. Unoblig.	File Number
RMC	As Needed Technical support	TBD*	\$20,000	N/A	12,436
	CBC Reporting Assistance (Mercury)	\$70,000	\$20,000	\$50,000	
LWA	As Needed Technical support	TBD*	\$30,000	N/A	12,448
EOA	As Needed Technical support	TBD*	\$20,000	N/A	12,449
Circle Point	Website support	\$35,000	\$8,000	\$27,000	12,437
	Annual Report Assistance	\$15,000	\$12,000	\$3,000	
	As Needed Communications support	TBD*	\$10,000	N/A	
CH2M Hill	AIR Committee support	\$84,828	\$80,790	\$4,038	12,439
Stephanie Hughes	BAPPG Hg Outreach support	\$8,000	\$7,040	\$960	12,447
	BAPPG Cu Outreach support	\$9,000	\$3,960	\$5,040	

**For As Needed support, specific tasks, not to exceed amounts, and funding budget line items will be specified when Task Authorization Forms are drafted.*

Submitted: _____

Executive Director Approval: /s/ Amy Chastain

FISCAL IMPACT

The BACWA and Special Programs budgets currently have funds to support all of these contracts. The funding for these contracts is consistent with the approved Fiscal Year 2011-2012 budget. The CH2M Hill contract amount is contingent upon receipt of funds from AIR Committee members, for which billing will occur within the first two weeks of July 2011.

ALTERNATIVES

As required by the BACWA contracting policy, AIR committee consultant support services were subject to an informal competition, whereby the committee chair solicited proposals from three prospective vendors. The AIR committee is recommending execution of a contract with CH2M Hill, based on their qualifications and experience.

For the other five agreements, no other alternatives were considered as the BACWA contracting policies authorize a sole source selection process for contracts under \$50,000.

Attachments:

1. RMC Exhibit A, Scope of Work, File 12,436
2. LWA Exhibit A, Scope of Work, File 12,448
3. EOA Exhibit A, Scope of Work, File 12,449
4. Circle Point Exhibit A, Scope of Work, File 12,437
5. CH2M Hill Exhibit A, Scope of Work, File 12,439
6. Stephanie Hughes Exhibit A, Scope of Work, File 12,447

EXHIBIT A SCOPE OF WORK

Professional Services by RMC Water and Environment Fiscal Year 2011-2012

Task 1: As-Needed Technical Services (not to exceed \$20,000)

Consultant will provide additional technical services as requested – in writing – by the BACWA Executive Director or Assistant Executive Director. Requests for services will be made using BACWA's Task Authorization Form (attached) and may include, but are not limited to the following:

- Review and analysis of effluent, RMP, water quality, spill report, or other data.
- Review and analysis of permits, basin plan amendments, TMDLs, enforcement initiatives or other regulatory plans and policies.
- Representation of BACWA in workgroups, committees, meetings, and hearings.
- Prepare or assist with the preparation of comments, issue summaries, position papers, program strategies, white papers, frequently asked questions, and fact sheets.
- Coordinate or assist with the coordination of trainings and special meetings for BACWA members.
- Consult with and advise the Executive Director and/or Executive Board members regarding regulatory developments and any other issues, as requested.

Task 2: 2011 Mercury Watershed Permit Group Report (not to exceed \$20,000)

RMC shall prepare the BACWA Mercury Watershed Permit Group Report, for reporting of 2011 data and information. Expected steps in the report preparation process are shown below.

Task 2.a. Modify Reporting Forms and Materials for 2011

Based on experience gained from the previous three years' reports, modify the following materials for use by BACWA member agencies in submitting mercury data and information:

- 3-Part Reporting Form
- Instructions for filling out mercury forms
- Question and Answer document for filling out mercury forms

This task includes distribution of revised forms and materials by email to municipal wastewater treatment plants discharging to San Francisco Bay and its tributaries, and following up if email addresses do not appear to be reaching the proper individuals. This task also includes answering questions from municipal dischargers as they arise during form completion.

Task 2.b. Compile Mercury Data for Municipal Dischargers

Data submitted by Bay Area municipal wastewater treatment plants will be compiled in a systematic way to assure data completeness and integrity and easy access for various steps of the report development process. Data will be entered into spreadsheets if necessary to check

computations, if only hard copy forms are submitted (such as by fax). Mercury concentration and flow data will also be obtained from Regional Water Board staff for non-reporting municipal agencies and included in the compilation and analysis.

Task 2.c. Data Checking

Data and computations for each reporting agency will be checked for each reporting agency to make sure that the computations are consistent with the mercury watershed permit, and consistent among all agencies. Agencies will be contacted if data or computation anomalies are discovered. If necessary, Oakley Water will correct data computations that were performed incorrectly.

Task 2.d. Compile Mercury Data and Information into Summary Tables

Mercury concentration and mass load data, as well as pollution prevention information, will be compiled into summary spreadsheets for use in the group report.

Task 2.e. Data Evaluation and Preparation of Draft Report

The weighted annual mercury mass emission for each agency will be evaluated, as well as the pollution prevention information. The mercury mass emission for 2008, 2009, and 2010 will be compared to the 2011 mass emission for each discharger, as required in the mercury watershed permit. A draft report will be prepared that describes the compilation of data and information for the report, and any findings that become apparent from the evaluation.

Task 2.f. Preparation of Final Report

Comments from BACWA member agencies will be incorporated into the final draft report. The final report will be produced in two formats, both hard copy and electronic. One format will be the narrative report with summary tables, which will stand alone as a complete summary document for the group report. This document is estimated to be approximately ten pages. Twenty hard copy documents will be produced for BACWA leaders' use. The other format will be the narrative report together with the completed 3-part reporting forms for each discharger. This document is expected to be approximately 220 pages. One hard copy of this report will be produced for submittal by BACWA to the Regional Water Board. All documents will contain a CD which will have both the short narrative report and the full report as electronic files in PDF format. A cover letter for transmittal of the full document to the Regional Water Board will be provided to the BACWA Executive Director.

Estimated Schedule

Table 1. Schedule for Preparation of 2010 BACWA Mercury Watershed Group Report

Estimated Date	Activity
12/15/10	Distribute revised forms and materials to Bay Area municipal wastewater treatment plant representatives, by email.
2/15/11	Deadline for submittal of completed mercury forms
2/22/11	Preliminary computation of group mass load will be provided to BACWA leaders and other interested parties.
2/25/11	Draft BACWA Mercury Watershed Group Report will be provided for review.
3/4/11	Deadline for comments on draft report
3/11/11	Final report to BACWA Executive Director for Board packet
3/24/11	BACWA Board meeting (anticipated date) – Review and approve submittal of final report to Regional Water Board
4/1/11	Deadline for submittal to Regional Water Board

EXHIBIT A
SCOPE OF WORK

Professional Services by **Larry Walker & Associates**
Fiscal Year 2011-2012

Task 1: As-Needed Technical Services (not to exceed \$30,000)

Consultant will provide additional technical services as requested – in writing – by the BACWA Executive Director or Assistant Executive Director. Requests for services will be made using BACWA's Task Authorization Form (attached) and may include, but are not limited to the following:

- Review and analysis of effluent, RMP, water quality, spill report, or other data.
- Review and analysis of permits, basin plan amendments, TMDLs, enforcement initiatives or other regulatory plans and policies.
- Representation of BACWA in workgroups, committees, meetings, and hearings.
- Prepare or assist with the preparation of comments, issue summaries, position papers, program strategies, white papers, frequently asked questions, and fact sheets.
- Coordinate or assist with the coordination of trainings and special meetings for BACWA members.
- Consult with and advise the Executive Director and/or Executive Board members regarding regulatory developments and any other issues, as requested.

EXHIBIT A
SCOPE OF WORK
Professional Services by **EOA, Inc.**
Fiscal Year 2011-2012

Task 1: As-Needed Technical Services (not to exceed \$20,000)

Consultant will provide additional technical services as requested – in writing – by the BACWA Executive Director or Assistant Executive Director. Requests for services will be made using BACWA's Task Authorization Form (attached) and may include, but are not limited to the following:

- Review and analysis of effluent, RMP, water quality, spill report, or other data.
- Review and analysis of permits, basin plan amendments, TMDLs, enforcement initiatives or other regulatory plans and policies.
- Representation of BACWA in workgroups, committees, meetings, and hearings.
- Prepare or assist with the preparation of comments, issue summaries, position papers, program strategies, white papers, frequently asked questions, and fact sheets.
- Coordinate or assist with the coordination of trainings and special meetings for BACWA members.
- Consult with and advise the Executive Director and/or Executive Board members regarding regulatory developments and any other issues, as requested.

EXHIBIT A
SCOPE OF WORK
Professional Services by **Circlepoint**
Fiscal Year 2011-2012

Circlepoint agrees to provide professional services to the Bay Area Clean Water Agencies (BACWA) for the following activities, the costs of which are **not to exceed \$30,000**:

Task 1: Website Update and Improvements (\$8,000).

Circlepoint will provide services to BACWA to update the agency's online calendar and to recommend and implement suggestions for making the agency's website more user-friendly and compelling by using photos and graphic elements; making the Home Page more visually appealing and organized to highlight the current month's meetings and activities, significant upcoming milestones and other significant announcements; and make recommendations for organizing documents available on the website to improve accessibility.

Circlepoint and BACWA agree to the following:

- Circlepoint will populate the online calendar as requested by BACWA and provide monthly support services for maintaining website content.
- Circlepoint will review the organization and structure of the website and recommend improvements, utilizing the website's current platform.
- Circlepoint and BACWA will meet to review and agree upon recommended changes.
- Circlepoint will coordinate with BACWA's web designer to make agreed-upon changes to the Home Page and navigation menus.

Task 2: Fiscal Year 2011 Annual Report (\$12,000)

Circlepoint will provide professional services to assist with the preparation of BACWA's Annual Report to Members, the costs of which are not to exceed \$12,000. These costs include the following:

- Copy editing of the report; assuming one extensive round of revisions and two copy edits.
- Layout and design of the report.
- \$1,000 for the purchase of stock photos.
- Ten hours outreach to BACWA member agencies to obtain images, which will be delivered to BACWA when the project is complete.
- Electronic delivery of final report (in Adobe Acrobat).
- Cost estimates for printing; these costs *exclude* all actual printing costs.

Task 3: As-Needed Services (\$10,000)

Circlepoint will provide additional services as requested by the BACWA Executive Director or Assistant Executive Director. Requests for services will be made using BACWA's Task Authorization Form (attached).

** Rates are effective through December 31, 2011 and subject to escalation in January 2012.*

EXHIBIT A

PHASE 25 SCOPE OF SERVICES

The Air Issues and Regulations Committee is a separate enterprise Committee within BACWA.

The AIR Committee will address air and climate change regulatory issues affecting POTWs. CH2M HILL shall continue to serve in a coordination role for the Committee and will also undertake special technical tasks as requested by the Steering Committee. CH2M HILL shall report to the AIR Steering Committee.

Task 1 - Meetings with the AIR Committee

CH2M HILL will meet quarterly with the Steering Committee and annually with the membership, and as needed with individual members to present information on current air issues, facilitate discussions between members, and to identify follow-on action items. CH2M HILL will be responsible for four formal meetings with the AIR Committee per year, including making arrangements for meetings and preparing agenda, meeting materials, and minutes. Under this task, CH2M HILL will coordinate one meeting between BAAQMD staff and AIR Committee members. The agenda will focus on issues of concern to AIR Committee members.

Task 2 - AIR Committee Communications

CH2M HILL will monitor regulatory agencies involved in developing air quality and climate change regulations that may affect POTWs, including the Bay Area Quality Management District (BAAQMD), the San Francisco Bay Conservation and Development Commission, the California State Air Resources Board, and the U.S. Environmental Protection Agency. Any agency interactions including meeting with agency staff, participating in key workshops and hearings, and drafting Group and AIR Committee correspondence will be conducted at the direction and approval of the AIR Committee Chairperson or Vice-Chairperson and will be coordinated by CH2M HILL.

Issues that AIR is likely to track and participate in this year include:

- ✓ On-going combustion source regulatory programs and their impacts, including:
 - Changes to BAAQMD engine and boiler rules
 - Federal air toxic standards for industrial, commercial, & institutional boilers & process heaters
- ✓ State and local changes to diesel engine and other fleet-related regulations
- ✓ Bay Conservation and Development Commission's proposed amendment to the Bay Plan to include climate change adaption
- ✓ Coordination with CWCCG to track state and national climate change issues, including:
 - Modifications to the California Environmental Quality Act for GHG emissions
 - CARB Mandatory GHG Reporting and Cap-and-Trade Programs
 - EPA GHG Tailoring Rule, which regulates GHGs under the Clean Air Act
 - Climate change cross-media issues (i.e. land, air and water media regulatory issues that impact each other)
 - Renewable energy advocacy for the POTW community working with the California Public Utilities Commission and California Energy Commission
- ✓ Information sharing on Title V draft permit conditions

- ✓ Other emerging local, state and federal air toxics and climate change policies

CH2M HILL will prepare and distribute informational material to member agencies after the AIR Committee Chairperson's review to keep them informed of the AIR Committee activities and future regulatory activities. This material will include the following:

- ✓ Emails to Committee members, including bulletins summarizing important regulatory activities, copies of proposed regulations, recommendations for POTWs, meeting memoranda, etc.
- ✓ Newsletters (approximately one to two per year) - This will be written to a general audience, including POTW staff, Board members, city council members, etc.
- ✓ Responding to requests for information by individual group members.

Task 3 - Coordination with other POTW Organizations

CH2M HILL will perform special technical assignments under the direction of the AIR Steering Committee. Special technical assignments may include participating AIR Committee strategy meetings, meeting with BAAQMD or other agency staff, participating in agency workshops and hearings, drafting correspondence, and performing other related activities as directed by the AIR Steering Committee.

CH2M HILL will also coordinate with other POTW organizations on issues of mutual interest. The purpose of this coordination will be to share useful information, identify areas of joint cooperation, and prepare common responses on key issues, where appropriate. POTW organizations whose objectives coincide with the AIR Committee include BACWA, SCAP, CVCWA, Tri-TAC, CWCCG, WERF, CASA, and NACWA. Activities may include periodic telephone conversations, meetings and exchange of published materials.

Optional Task 4 - Response on Special Assignments

CH2M HILL will perform special technical assignments under the direction of the AIR Steering Committee. Special technical assignments may include leading a special workshop for AIR Committee or general BACWA members, participating in AIR Committee strategy meetings, or performing other activities not included in Tasks 1-3.

No budget is established for work to be performed under Task 4. Activity level will be determined under the direction of the AIR Steering Committee.

EXHIBIT B

PHASE 25 COMPENSATION AND FEES

BACWA will compensate CH2M HILL for services performed in accordance with available funds from participating agencies and Exhibit A: Scope of Services for work which can be verified by BACWA in accordance with the methods and amounts described herein.

- A cost ceiling of **\$80,790** shall constitute the maximum CH2M HILL payment for the services performed under this Agreement unless modified and agreed to by both BACWA and CH2M HILL prior to incurring any additional costs. Costs over and above the cost ceiling incurred by CH2M HILL without prior written approval from BACWA shall be borne by CH2M HILL.
- **COST OF REWORK**
CH2M HILL shall, at no cost to BACWA, prepare any necessary rework occasioned by CH2M HILL's failure to provide the services specified herein in a satisfactory manner due to any act or omission attributable to CH2M HILL, its agents, or subcontractors.
- **BILLING AND PAYMENT**
CH2M HILL shall invoice quarterly for actual costs incurred during the previous quarter. CH2M HILL will send original quarterly invoices directly to the Assistant Executive Director.

Original Invoice: BACWA AED
Alexandra Gunnell
P.O. Box 24055, MS702
Oakland, CA 94623
- BACWA agrees to pay CH2M HILL within thirty (30) days after receipt and approval of a proper CH2M HILL invoice submittal in accordance with the costs, rates and expenses included in Appendix A--AIR Phase 25 Cost Estimate of **\$80,790**, and in Appendix B—Phase 25 Billing Rates, which follows hereinafter.

**BAPPG: Public Outreach
(Mercury and Copper, Year III)
Scope of Work and Cost Estimate - Version 2**

DATE: 31-May-2011
PROJECT # BACWA-07
FOR: Public Outreach

SCOPE OF WORK DESCRIPTION	BUDGET		TOTAL
General Scope: conduct public outreach to professionals - focus on dental mercury and copper	Rate: \$160.00 ODC	Hour Est	
TASK 1. Dental Staff Training Programs			
Task 1.1. Preparation of Materials and Database. Reach out to local training programs to schedule presentations. Provide annual update to BAPPG Project Manager regarding date of presentation, and number of attendees. (In addition, monthly updates to be embedded in monthly invoices.)		8.5	\$1,360.00
Task 1.2. Outreach to Community College, Dentist Schools, and Continuing Adult Education Programs. This scope assumes up to a total of 13 presentations. ODC is mileage at \$0.51/mile.	\$479	32.5	\$5,679.40
TASK 2. Copper Outreach Programs			
Task 2.1. Outreach Strategy and Materials * incorporate building demolition issue (PCBs) (4 hrs) * technical updates to the existing materials based on 2011 WRF Corrosion (draft developed in 2010-11) (2 hrs) * seek out community colleges in addition to local unions (2 hrs) * seek opportunities to reach out to building inspectors and plumbing owner/contractors (3 hrs) * create email (w attachments) for BAPPG members to forward to bldg inspectors in their service area (3 hrs)		14.0	\$2,240.00
Task 2.2. Outreach to Bay Area Plumber Unions and Community College Plumbing / Green Building Programs. Coordinate trainings at up to 4 Bay Area plumbing unions or community colleges and/or with building inspector associations. One training could be at BAPPG meeting to train members, so they can reach out to their own service-area bldg inspectors. ODC is mileage at \$0.51/mile.	\$120	10.00	\$1,719.85
Totals	\$599	65.00	\$10,999.25

NOTES:

This scope assumes that all handouts will be printed by a BAPPG member.
ODC for parking and bridge tolls and estimated mileage.
This work is expected to begin in July 2011 and completed by June 30, 2012.



Options for Reducing Nutrient Loadings to SF Bay

David Reardon, P.E., BCEE
HDR Engineering
2365 Iron Point Rd, Suite 300, Folsom, CA 95630
Dave.Reardon@hdrinc.com

HDR ONE COMPANY / Many Solutions®

Presentation Message

- Establish an equitable, cost effective, and sustainable approach to nutrient management in the Bay.

Emphasis on POTWs!

Presentation Outline

- Review SF Bay nutrients sources
- Describe typical POTW treatment levels
- Highlight nutrient reduction cost ranges
- Summarize other non-cost factors
- Next steps

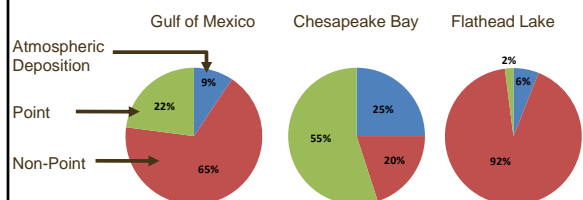
Background on HDR

- Leading the WERF Nutrient Challenge
 - Collaborative research effort emphasizing nutrient removal at POTWs
- Nutrient Assistance for BACWA
- At the forefront for nutrient removal nationwide (e.g., NACWA involvement)
- Nationwide firm that specializes in POTW design (>60 nutrient removal designs)

SFEI Mass Balance Summary of N Loads to SF Bay

- Need to acquire Lester's info prior to 6/29

Variability in Nitrogen Loading Inputs

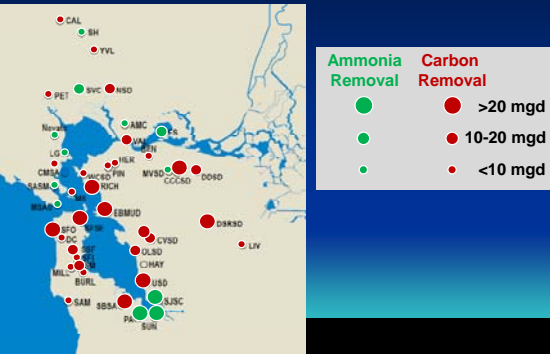


Wide Nitrogen Loading Inputs per Waterbody!

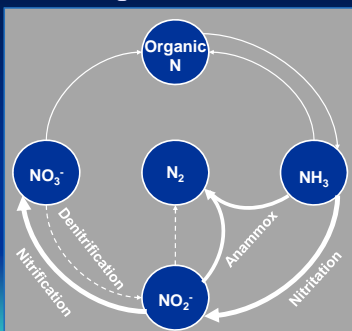
Nutrient Loadings Perspective

- Historically, POTWs have been the primary focus of nutrient loading reduction efforts
 - Information readily available
 - Easiest to regulate
 - Reliable removal approach
- Other N loading inputs are significant (e.g., Stormwater)
- There is a need to better understand reduction potential from other sources to make wise decisions.
- Establish an equitable, cost effective, and sustainable approach to nutrient management in the Bay.

Current POTW Performance



Nitrogen Removal



Numeric Nutrient Criteria and Limits of Wastewater Treatment Technology¹

Parameter	Typical Municipal Raw Wastewater, mg N/L	Secondary Effluent (No Nutrient Removal), mg N/L	Advanced Wastewater Treatment			Typical In-Stream Nutrient Criteria, mg N/L
			Typical Biological Nutrient Removal (BNR), mg N/L	Enhanced Nutrient Removal (ENR), mg N/L	Limits of Treatment Technology, mg N/L [†]	
Total Nitrogen	25 to 35	20 to 30	10 to 13	4 to 6	3 to 4	0.300 to 0.600

[†] Ignoring Considerations of Variability and Reliability of Wastewater Treatment Performance

Water Environment Research Foundation (WERF) "Nutrient Management: Regulatory Approaches to Protect Water Quality, Volume 1 – Review of Existing Practices," Project #NUTR1R06i

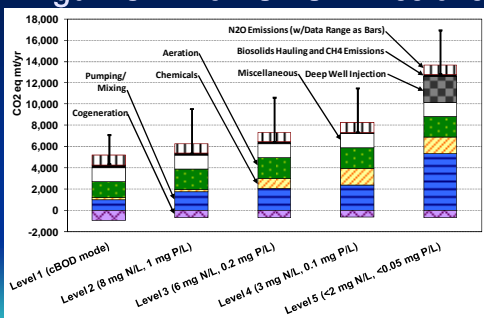
POTW Unit Cost Range

Source	Treatment Objective (mg N/L)	Unit Cost (\$/gpd)	Comment
Hampton Roads Sanitation District *	4	1.0 - 7.4	Several of these facilities already remove nutrients
State of Florida (Carollo Engineers) **	0.67 – 1.84	8.2 – 16.3	Lower range represents LOT, High range requires RO
State of Florida (EPA) **	0.67 – 1.84	<3	Understates the impact of max day limits and LOT

* Construction Costs

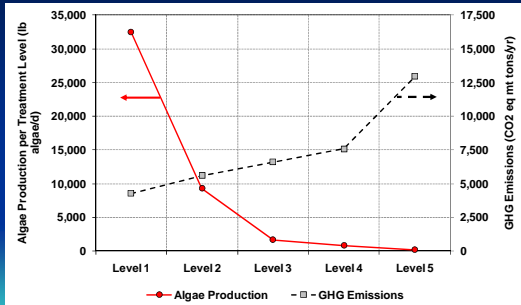
** Construction Costs plus Approximately 50% Soft Costs

Impact of Nutrient Removal for 10 mgd POTW on GHG Emissions



Falk, MW, Neethling, JB, Reardon (In Draft) Striking the Balance between Nutrient Removal and Sustainability, WERF Research Project under Nutrient Challenge, NUTR1R06n.

Potential Algal Savings for 10 mgd POTW with Nitrogen Removal



Falk, MW, Neethling, JB, Reardon (In Draft) Striking the Balance between Nutrient Removal and Sustainability. WERF Research Project under Nutrient Challenge, NUTR1R06n.

Other N Load Reduction Options

- Challenges: load reductions (esp. from Ag and Stormwater) can be unreliable
- Strategies:
 - Nutrient trading credits (incentives for non-regulated)
 - Best Management Practices:
 - Nutrient Source Control
 - Riparian forest buffers
 - Livestock fencing
 - Conservation tillage
 - Detention basins
 - Wetlands

Sustainability Comparison of Point and Nonpoint Source Nutrient Controls

Approach	Electrical Power	Chemical Use	Greenhouse Gas	Additional Watershed Enhancements
Point Source Advanced Treatment	+50% to +250% over secondary treatment	Alum, ferric, methanol, other carbon sources	+120% over secondary treatment	None
Nonpoint Source Best Management Practices ¹	None	None	Sequesters carbon	Enhanced habitat, aesthetics, sediment reduction

¹Conservation tillage, grass buffers, detention basins, wetlands

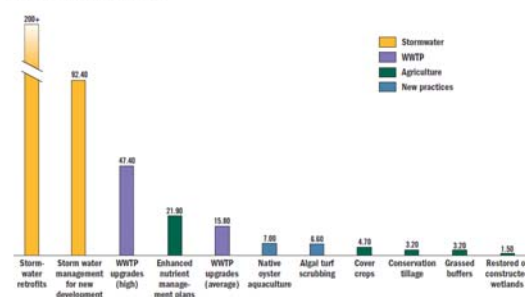
Where do we go from here?

1. Improve accuracy of loading from non-POTW sources
2. Develop a model to assist in identifying which N loading sources to reduce
3. Utilize the NNE process to establish scientifically based water quality objectives/standards
4. Establish an equitable, cost effective, and sustainable approach to nutrient management in the Bay

Hip-Pocket

Figure 2 | Nitrogen Reduction Costs Differ Among Sectors and Practices, Creating Economic Opportunities for Credit Trading

Dollars per pound of annual nitrogen reduction



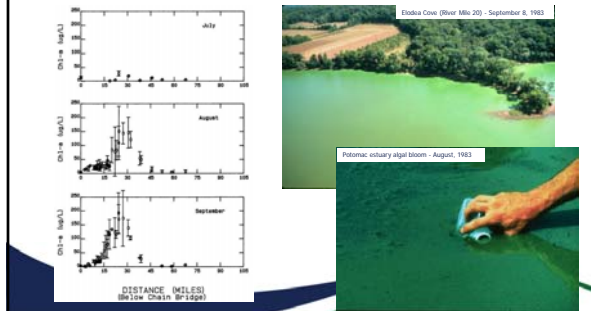
Sources: U.S. EPA and ARI Associates, 2009; Winland, et al., 2009; MDNR, 2008; Stewart, E. A., 2006; WRI analysis using WWTP upgrade costs from MDE and VDEQ.

- Define Cause and Effect Relationships
- Focus Additional Monitoring and Research Needs
- Provide a Management Tool to:
 - Define Impacts of Pollutant Sources
 - Assess Required Levels of Control
 - Evaluate Planning Alternatives for Water Quality Management
 - Assess Future Water Quality Conditions

The left diagram is a cartoon illustration of an estuary. At the top left, a lighthouse is labeled 'M 11'. The water column contains 'Phytoplankton' (represented by small green circles) and 'Zooplankton' (represented by small fish-like shapes). A box labeled 'Algal Bloom' points to the phytoplankton. Below the water column, a box labeled 'Low Zooplankton' points to the zooplankton. Further down, a box labeled 'Fish, Shellfish and Other Invertebrates' points to a group of fish and shellfish. At the bottom, a box labeled 'Aquatic and Coastal Wetlands' points to a group of plants and animals on the seabed. The right diagram is a schematic flowchart of the same process. It shows the flow of energy and matter between different trophic levels. The top row shows 'Water Column' and 'Benthic Zone'. The middle row shows 'Phytoplankton', 'Zooplankton', and 'Algae'. The bottom row shows 'Fish, Shellfish and Other Invertebrates'. The flow of energy and matter is indicated by arrows and labels. 'Energy' flows from 'Phytoplankton' to 'Zooplankton' and from 'Zooplankton' to 'Fish, Shellfish and Other Invertebrates'. 'Matter' flows from 'Phytoplankton' to 'Zooplankton' and from 'Zooplankton' to 'Fish, Shellfish and Other Invertebrates'. 'Algae' is shown as a separate trophic level that receives 'Energy' and 'Matter' from 'Phytoplankton' and 'Zooplankton' and provides 'Energy' and 'Matter' to 'Fish, Shellfish and Other Invertebrates'. The flowchart also shows the flow of 'Energy' and 'Matter' from 'Water Column' to 'Benthic Zone' and from 'Benthic Zone' to 'Water Column'.

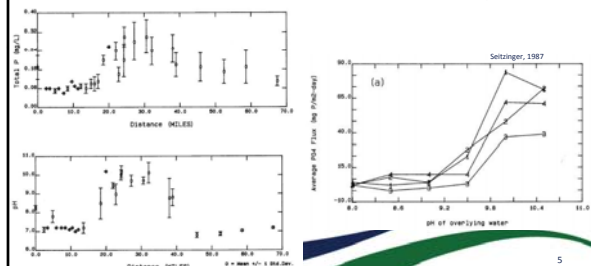
Focus Additional Monitoring and Research Needs

1983 Potomac River algal bloom: chlorophyll-a levels were > 250 µg/L with observations > 600 µg/L in the embayments

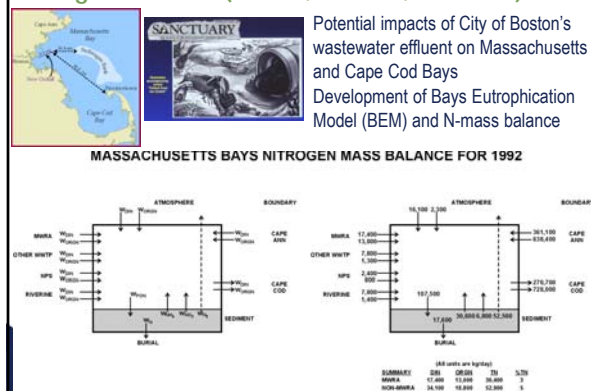


Focus Additional Monitoring and Research Needs

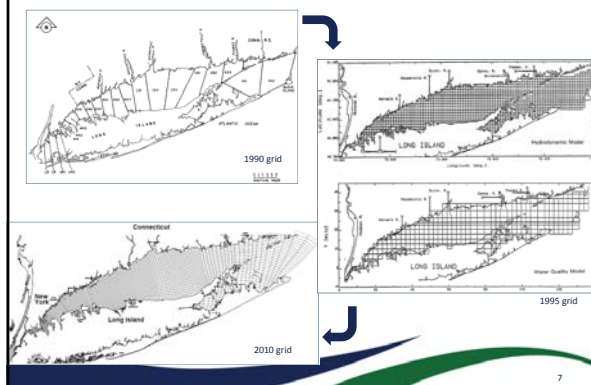
- Concentrations of TP were higher downstream of the Blue Plains WWTP (located ~ RM 10) and coincided with high pH
- Hypothesis: high pH triggered release of PO_4 from the sediment bed -> lab experiments on field cores confirmed the hypothesis



Management Tool (Define, Assess, Evaluate)

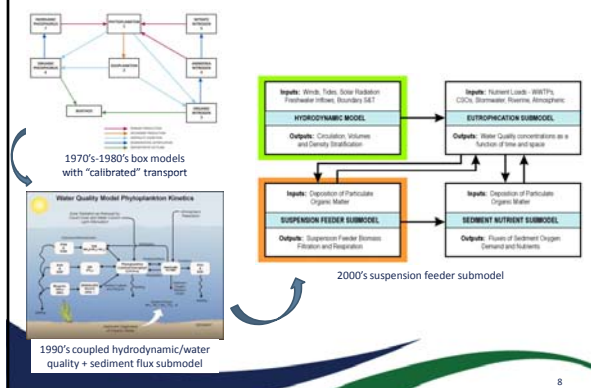


Spatial Evolution of Models



7

Process Evolution of Eutrophication Models

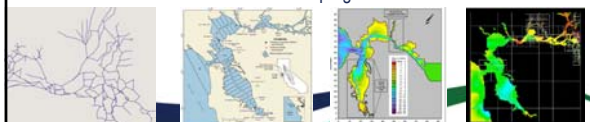


8

Hydrodynamic Models of San Francisco Bay

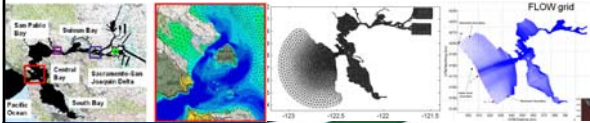
There have been a number of hydrodynamic models developed for San Francisco Bay:

- 1-D: DSM (DWR) – well calibrated/no vertical structure
- 2-D: UP (Uncles-Peterson) model (USGS) - well calibrated
- 2-D: RMA2 (RMA) - finite element grid
- 2-D: MIKE-21(DHI) – proprietary, applied by URS to look at fate and transport of brake shoe copper
- 2-D: REALM (DWR/UCal-Berkeley, LBNL) - adaptive mesh/no vertical structure/work in progress



Hydrodynamic Models of San Francisco Bay

- 3-D: TRIM/TRIM3D (USGS) - proprietary, z-level, well calibrated
- 3-D: UnTrim (River Modeling) – proprietary, unstructured, well calibrated
- 3-D: SUNTANS (Sanford University) – open-source, unstructured, partial calibration
- 3-D: Delft3D (Deltares) - open-source, structured, single- or nested-grids, partial calibration



Water Quality Models of San Francisco Bay

- 1-D: DSM2-QUAL (DWR) – tracers, 1970's eutrophication kinetics
- 1-D: Various statistical, analytical and finite volume models
 - Various SF Bay-area (Cloern (and USGS colleagues), Jassby, Kimmerer, and non-SFB (Smith, Hollibaugh) scientists have looked at the importance of light, stratification, benthic grazing, exchange between shoals and deeps on phytoplankton biomass in the Delta
- 2-D: Lisa Lucas (USGS) – Pseudo-2-D vertical hydrodynamic and phytoplankton (PZB – phytoplankton, zooplankton, benthic grazing) model; more recently using Delta-TRIM (2-D) and PZB
- However, no nutrient-based phytoplankton dissolved oxygen model of the Bay exists
- Recent WQ data suggest that portions of the system are seeing increases in phytoplankton biomass – hence it may be time to consider the development of a modern eutrophication model

11

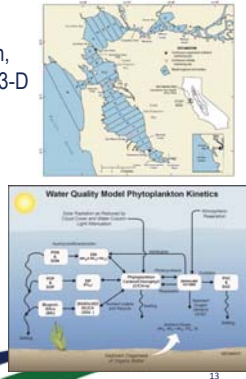
Modeling in Support of NNE Development for SFB

- 1st Step – develop conceptual site model of the Bay
 - Identify spatial resolution and processes to model – will help focus data and research needs (loadings, model parameterization, calibration/validation)
- 2nd Step – develop monitoring/field data collection plans
 - Identify spatial and temporal resolution for data collection efforts
- 3rd Step – begin preliminary modeling efforts
 - Helps to develop initial assessment of the system
 - Helps to identify additional research/monitoring/field data needs

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SFB Modeling Strawman

- Time-variable “box” model approach, perhaps driven by information from 3-D hydrodynamic models of the Bay
- Modern eutrophication kinetics with “parameterized” suspension feeder grazing to develop nutrient mass balances



Data Needs for Modern Eutrophication Models

- Water Column Data
 - phytoplankton biomass (chl-a) and species composition, zooplankton/benthic biomass and species composition
 - POM (C,N,P), BSi, DOM (C,N,P)
 - NH_4 , NO_3 , PO_4 , DSi, BOD_5 , DO
 - T, S, SS, turbidity/light attenuation
 - Primary production
- Sediment Data
 - fluxes of SOD, J_{NH_4} , J_{NO_3} , J_{PO_4} , J_{Si} , denitrification rates
 - sediment composition POC, POP, PON, TPO_4 , ^{210}Pb dating



Data Needs for Modern Eutrophication Models

- Loading Estimates
 - point source, nonpoint (stormwater), atmospheric, boundary Inputs (Delta and ocean exchange – upwelling events ?)
 - freshwater inflows and precipitation
 - nutrient forms – particulate and dissolved organic forms C, N, P (splits between labile and refractory ?) and inorganic forms (NH_4 , NO_3 , PO_4 , DSi) and BSi and suspended solids
 - frequency considerations – weekly to monthly

Example Monitoring Programs and Costs

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Chesapeake Bay

Chesapeake Bay is divided into 92 segments (mainstem, tribs, & embayments) with ~150 sampling stations; 14 annual cruises – takes 1-2 weeks to sample all tidal waters

Sampling includes SAV, phytoplankton, benthic macroinvertebrates fixed and random sites, and water chemistry (top/bottom +CTD)

Budget is about \$3.8 M/year with 50% from Fed and 50% from states; funding covers boat time, lab analysis, data management, QA/QC, data analysis, reporting and meetings

~\$100k/year special studies, e.g. sediment nutrient flux and SOD

26 years of sampling effort



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Long Island Sound

Total of 47 active stations monitored by CTDEP, supplemented by NYCDEP Harbor Survey stations

Sampling includes phytoplankton, HPLC, zooplankton and water chemistry (top/bottom + CTD)

Limited sediment nutrient flux and SOD data (1 year)

Federal budget is about \$850k with some cost sharing from CTDEP

20 years of sampling effort



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Massachusetts Bays System

Initially 21 near-field (outfall) and 22 far-field stations (added and subtracted over time)

Sampling includes phytoplankton and zooplankton biomass + species composition, water chemistry (surface/mid-depth/bottom + CTD) and some primary production

Sediment nutrient flux and SOD

MWRA funding \$2.5-\$3.5M/year, including development and running of the BEM (required in permit); projected costs for future are \$1.5M/year due to reduced monitoring plan (stations and frequency)

18 years of sampling effort



Questions



BACWA EXECUTIVE BOARD ACTION REQUEST

AGENDA NO.: 11

FILE NO.: 12,456

MEETING DATE: June 23, 2011

TITLE: Support for San Francisco Bay Protection Regional Education & Behavior Change Campaign; \$15,000, FY 10-11.

☒ MOTION _____ ☐ RESOLUTION _____

RECOMMENDED ACTION

Authorize BACWA to become a partner in the San Francisco Bay Protection & Behavior Change Campaign, and contribute to the initial brand development in an amount not to exceed \$15,000.

SUMMARY

The City of San Jose (San Jose) and the Bay Area Pollution Prevention Group (BAPPG) have collaborated with representatives from various BACWA member agencies, stormwater management agencies, and the San Francisco Estuary Partnership (SFEP) to develop a plan for conducting a regional pollution prevention campaign. The purpose of the campaign is to increase the efficacy and efficiency of regulatory-required public pollution prevention efforts using successful models from other regions.

In partnership, agencies would pool resources and leverage funding to support creation of comprehensive, long-term umbrella awareness and behavior-change campaign to achieve needed results across the region. The first step in this partnership is to develop a regional brand – such as Puget Sound’s “Puget Sound Starts Here” - that will be used to unify all pollutant or behavior-specific efforts.

After the brand is developed it will be available immediately for use in all regional campaigns, such as BASMAA’s litter campaign and BAPPG’s fats, oils and grease campaigns. The anticipated next step is development of an interagency agreement to financially and materially support development of a broader multi-year, multi-media campaign. Partners would agree to coordinate future outreach through the regional campaign. A campaign steering committee, comprised of partner representatives, would be formed to provide input on campaign and creative development.

Brand development is anticipated to cost between \$35,000 and \$50,000. \$15,000 is being requested from both BACWA and BASMAA, the SFEP has committed \$5,000, and any other needed funding will be requested from other partners. In January of this year, the BACWA Board agreed to support the San Jose’s EPA grant application to fund a similar campaign and to contribute \$25,000 towards implementation of the program. EPA did not select this proposal for funding and, therefore, BACWA was not asked for its agreed-upon contribution.

FISCAL IMPACT

This project is not included in BACWA Fiscal Year 2010 – 2011 budget or workplan. Sufficient funds currently exist in the “Contingency” budget line for WQAS/CBC. Funds are also available in the BACWA Operating Reserve and the CBC Operating Reserve.

ALTERNATIVES

This action does not require consideration of alternatives.



BACWA EXECUTIVE BOARD ACTION REQUEST

AGENDA NO.: 12

FILE NO.: 12,457

MEETING DATE: June 23, 2011

TITLE: Ad Hoc Committee to Negotiate Amendment to Executive Director's Consulting Agreement

☒ MOTION _____ ☐ RESOLUTION _____

RECOMMENDED ACTION

Appointment of a two-person ad hoc committee of the Executive Board to negotiate an amendment to the Executive Director's consulting agreement.

SUMMARY

On June 23, 2011, the Executive Board will meet in closed session to conduct a performance evaluation of the Executive Director, in accordance with Government Code section 54957.6. Immediately following, the Executive Board will meet with the selected ad hoc committee to provide instructions and establish parameters for negotiating an amendment to the Executive Director's consulting agreement. The consulting agreement amendment will be considered by the Executive Board on July 28, 2011.

FISCAL IMPACT

This action has no fiscal impact.

ALTERNATIVES

This action does not require consideration of alternatives.

Submitted: /s/ Ben Horenstein

BACWA Chair Approval: /s/ Ben Horenstein