

**BACWA EXECUTIVE BOARD MEETING**  
**Thursday, August 25, 2011, 9:00 a.m. – 2:00 p.m.**

**HANDOUTS**

Handout Packet is available on the BACWA website ([www.BACWA.org](http://www.BACWA.org)).

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## Executive Board Meeting Agenda

Thursday, August 25, 2011, 9:00 a.m. – 2:00 p.m.  
HDR, Inc., San Francisco Office  
575 Market Street, Suite 700 94105

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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 Report
4. Executive Board Reports
5. Chair & Executive Director Authorized Actions
  - a. Pacific EcoRisk; Assistance with Whole Effluent Toxicity Policy; not to exceed \$11,000 (FY 11-12).
  - b. Larry Walker & Associates, As-Needed Task Authorization for Whole Effluent Toxicity Policy Assistance; not to exceed \$4,700 (FY 11-12).
  - c. HDR, Inc., Nutrient Management Workshop; not to exceed \$9,999 (FY 11-12).

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

6. Minutes from July 28, 2011 BACWA Executive Board Meeting
7. June 2011 Treasurer's Report
8. Contracts
  - a. HDR, Inc., Nutrient Program Monitoring, not to exceed \$48,900 (FY 11-12).

### **OTHER BUSINESS:**

9. Aquatic Science Center Board Representation (9:50 a.m. – 10:00 a.m.)
10. Pardee Annual Retreat (10:00 a.m. – 10:20 a.m.)
11. Facilitated Nutrient Discussion (10:20 a.m. – 2:00 p.m.)

### **NEXT REGULAR MEETING**

The next regular meeting is scheduled for September 22, 2011 from 9:00 a.m. to 12:00 p.m. at the EBMUD Treatment Facility, 2020 Wake Blvd., Oakland, CA.

### **ADJOURNMENT (2:00 p.m.)**

# BAPPG Committee Report to BACWA Board

Meeting Date: August 25, 2011  
Prepared By: Sarah Scheidt, City of Sunnyvale  
BAPPG Committee Chair

## Project Updates

Project	Update	Completion Date
P2 Week Posters	BAPPG's will reuse previous posters, of which there is a surplus. Posters were distributed during the August 3 <sup>rd</sup> BAPPG meeting. \$1,500 budget will be used for online advertisement of "toilet is not a trash can" message. [Project Leads: Jen Jackson (EBMUD) and Melody LaBella (CCCSD)]	August 2011
Copper	BAPPG will develop a factsheet on copper algacides used in pools, spas, and fountains. Project scope is being finalized, and a schedule of 4-6 weeks is anticipated. [Project Leads: Catherine Allin (City of Millbrae) and Mike Auer (Union Sanitary District)]	
Pesticides	Our Water Our World funding for BAPPG's 50% share has been invoiced. [Project Lead: Jennifer Kaiser (VSFCD)]	August 2011
Regional Bay Protection & Behavior Change Campaign	Melody Tovar of the City of San Jose presented an overview and status report at the August BAPPG Meeting.	August 2011 - ongoing
Pharmaceuticals	BAPPG members have assisted in the coordination and drafting of an "oppose" or "oppose unless amended" letter regarding SB431 and the regulation of pharmaceutical take back options. [Project Leads: Jen Jackson, EBMUD, Karin North (City of Palo Alto) and Melody LaBella (CCCSD)]	August 2011
Mercury – HVAC Wholesaler Project	Initiated work on project to assemble list of HVAC wholesalers in the Bay Area and compose a letter to notify them of the Thermostat Recycling Corporation's national program for free return of mercury thermostats that is funded by the manufacturers. [Project Leads: Meg Gale (SFPUC), Amanda Roa (DDSD) and Rene Guillen (CCCSD)]	
General P2	BAPPG collected agency information to submit to the Regional Board for consideration of the Dr. Teng Chung Wu Pollution Prevention Award. Two nominations were submitted for consideration. Awards will be presented September 14, 2011. [Project Lead: Sarah Scheidt (City of Sunnyvale)]	August 2011

## Next BAPPG Meeting

**Annual Pollutant Prioritization Meeting**  
**September 14, 2011, 9am – 11 pm**  
**New location: EBMUD**  
**375 11<sup>th</sup> St, Second Floor Training Room**  
**Oakland, CA 94607**

Permits Committee –  
Report to BACWA Board

Reporting Date: 8/15/11  
Executive Board Meeting Date: 8/25/2011  
Committee Chair: Jim Ervin

**Committee Request for Board Action: None.**

**Upcoming Permits/Permit Amendments –**

Sept – Hayward Marsh (USD & EBDA)

**Hayward Marsh permit issues:**

1. Ammonia. Hayward Marsh receives a portion of the wastewater effluent from Union Sanitary District that is diverted from the flow that goes to EBDA for discharge. The point of compliance for ammonia in Hayward Marsh is at the end of a shallow, freshwater marsh. A mixing zone is proposed in the tentative order that would extend through the subsequent brackish water marsh and into a small portion of San Francisco Bay. This size of mixing zone is needed for compliance attainability. Interestingly, unionized ammonia measured just outside of the marsh in San Francisco Bay shows full compliance with the Basin Plan water quality objectives. However, EPA is opposing the proposed mixing zone due to the size and extent.
2. New “order of magnitude” reporting of 13267 results. Language requiring that permittees identify and report on any detection of organic pollutants or antimony, thallium or beryllium “detected above or within one order of magnitude of ... water quality objectives” is now being inserted in permits. Hayward Marsh only samples these pollutants once per permit cycle therefore this is not a major issue for this permit, but other BACWA permittees are affected, therefore BACWA submitted a comment letter. – see next item below

**Attachment G – New “Order of Magnitude” reporting rule:** As stated above, new language is being inserted into permits requiring special reporting. BACWA agencies are not opposed to evaluating these semi-annual or annual results against the Water Quality Objectives. But, BACWA submitted a comment letter asking Water Board to reconsider the requirement to evaluate and report on results that are within one order of magnitude. There is no regulatory basis for this new threshold and it adds a reporting burden to permittees. Also, BACWA requested clarification: reporting of Non-Detect values when the ML or MDL is above the WQO is not clear from the new language.

**PCBs TMDL:** Permits committee members were reminded that Amy requested spreadsheets of PCBs 1668C results so she can pass them on to EBMUD for further development of reporting protocols. So far, some BACWA members seem to be detecting PCB 11 at concentrations higher than the other congeners. PCB 11 was not part of the historic aroclor formulations and it is not one of the congeners that was originally detected in fish tissue and included in the TMDL allocations. PCB 11 is also volatile and tends to show up in blank samples as well. PCB 126 is identified as the most toxic congener, but it has not been seen in significant concentrations so far.

**eSMR:** The next eSMR User Group web-based meeting will be 17 August at 10 AM.

- A Tri-TAC special session and Webinar on eSMR will be held at Sacramento Sewer District Headquarters on 1 September at 1:00 pm. All BACWA members involved in eSMR reporting are encouraged to attend. If attending in person and you would like lunch, please RSVP to Debbie Welch of CASA ([dwelch@casaweb.org](mailto:dwelch@casaweb.org)). If attending by webinar, please RSVP to Shannon Grund of Los Angeles County Sanitation District at [sgrund@lacsdsd.org](mailto:sgrund@lacsdsd.org).

**WET (Toxicity) Policy:**

- State Board staff will hold a public workshop on 22 August 2011. BACWA members are encouraged to attend the workshop to voice their opposition to the current direction of the toxicity policy.
- Staff is aiming to present a revised Toxicity Policy to the Board during the December meeting and hopes to have adoption of the policy in early 2012.
- Staff requested that the BACWA members return to Sacramento in August or September to discuss exactly why the IC25 method is as good as or better than TST – then they may include IC25 as an option in the final policy. BACWA Permits committee members feel that Phil Markel (LACSD) and Scott Ogle or Steven Clark (PERL labs) would be good experts to bring into this discussion.

**Next BACWA Permits Committee Meeting:** Tuesday, September 13th, 2011, at EBMUD Plant Library.

# Recycled Water Committee

## Report to BACWA Board

August 18, 2011

Prepared By: Cheryl Muñoz  
Committee Chair

### Committee Requests for Board Action:

None.

### Business Discussed and Action Items:

Business	Discussion
<b>BAIRWMP Updates</b>	<u>BAIRWMP Updates</u> <ul style="list-style-type: none"> <li>Planning Grant <ul style="list-style-type: none"> <li>Consultant proposals to update the San Francisco BAIRWMP were due by 8/15/11. The Plan Update Team (PUT), that includes members of the BACWA Recycled Water Committee, plans to meet on 8/31 to discuss the proposals and make a selection.</li> </ul> </li> <li>Implementation Grant <ul style="list-style-type: none"> <li>DWR finalized the Bay Area Prop 84 IRWM Grant on 8/16/11.</li> <li>Arrangements for participants to pay for administration of the Prop 84 Grant are being developed.</li> <li>A grant agreement with DWR will be finalized in coming months as well as participant agreements with project proponents.</li> <li>Ways to improve upon administration of the Prop 50 IRWM Grant were discussed, including increased use of web forms and electronic records.</li> </ul> </li> </ul>
<b>Legislative/Regulatory Updates</b>	<u>Title XVI update</u> <ul style="list-style-type: none"> <li>The Bureau of Reclamation announced on 8/1/11 that 13 Bay Area Recycled Water Coalition agency projects have been awarded \$2.12 million to fund feasibility studies that assess the opportunity for reclamation and reuse of wastewater and naturally impaired ground and surface water.</li> <li>The Coalition is currently accepting new members. BACWA will be sending out an invitation to join to its email list. Contact Caroline Quinn or Jayne Strommer at DDSD for more information.</li> <li>Seven of the projects were awarded construction grants. More information can be obtained on the Coalition's website <a href="http://www.barwc.org">http://www.barwc.org</a> or from Jayne Strommer.</li> </ul> <u>CA Recycled Water Legislative/Regulatory Update</u> <ul style="list-style-type: none"> <li>WateReuse Legislative/Regulatory Committee meeting will be held on 8/12/11, focusing on the development of new recycled water statute.</li> </ul>
<b>FY 11-12 Committee Projects</b>	<u>BACWA Agencies Recycled Water Use and Uses Assessments</u> <ul style="list-style-type: none"> <li>Following-up with agencies regarding their responses and/or completing the spreadsheet survey and questionnaire.</li> <li>Preliminary results will be presented at the 9/7/11 Committee meeting.</li> </ul> <u>Recycled Water Irrigation Guide</u> <ul style="list-style-type: none"> <li>Project kick-off meeting expected to be held in 9/11.</li> </ul>

	<u>Regional Recycled Water Outreach</u> <ul style="list-style-type: none"> <li>No update this month.</li> </ul>
<b>Other Items</b>	<ul style="list-style-type: none"> <li>AWWA Workshop titled "The Effects of Pretreatment on Desalination Operations for Seawater, Brackish Water, and Recycled Water" was held at EBMUD on 8/16/11.</li> <li>WaterReuse No CA Chapter Meeting on state and federal funding for recycled water projects will be held in Santa Rosa on 8/26/11.</li> </ul>
<b>Next RW Committee Meeting</b>	Wednesday, September 7, 2011 from 10:00 am to 12:00 pm EBMUD Headquarters, 4 <sup>th</sup> Floor Conference Rooms A/B

Grant Disbursement Summary to Date (August 10, 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 <sup>2</sup> 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	499,999.63	0.04		495,803.20	0.00	495,803.20	
		BACWA Admin	16	15,625.00	8,508.22	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		2,396,885.69	0.00	2,396,885.69	
		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	2,127,600.00	0.00					
		BACWA Admin	16	46,875.00	25,524.65	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	8,508.22	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	8,508.22	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		98,910.69	0.00	98,910.69	
		South Bay Adv Recycl WTP	7	2,934,600.00	0.00	0.00	0.00					
		BACWA Admin <sup>3</sup>	16	31,875.00	10,524.65	5,785.69	(642.85)	31,875.00				
SJ	City of San Jose	BACWA Admin for SCVWD <sup>3</sup>	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	744,400.00	0.00	0.00		0.00	1,928.56	1,928.56	
		BACWA Admin <sup>3</sup>	16	10,625.00	3,508.22	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.Consrv	16	31,250.00	17,016.43	12,857.13	(1,428.57)	31,250.00				
		BACWA Admin for NCCWD <sup>3</sup>	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	5,104.93	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	8,508.22	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	5,104.93	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	1,701.64	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		655,803.56	0.00	655,803.56	
		Alameda Creek Phase 2 Fish	14	600,000.00	600,000.00	600,000.00	0.00					
		BACWA Admin	16	15,625.00	8,508.22	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	5,104.93	3,857.14	(428.57)	9,375.00				
Grand Total					12,500,000.00	8,699,147.74	7,859,641.70	(73,260.19)	250,000.00	7,692,068.74	69,822.96	7,761,891.70

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

136,131.44

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.

8/18/2011

## Director's Report to the Board

July 22, 2011 – August 19, 2011

Prepared for the August 25, 2011 Executive Board meeting

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### A. ORGANIZATIONAL DEVELOPMENTS

- **Financial.** The Executive Director (ED) and Assistant Executive Director (AED) reviewed and finalized the financial statements for the Fiscal Year (FY) 2010 – 2011 (see attachment) and began review of the audit for the previous fiscal year. The new budget and contracts for the FY 2011-2012 were entered into the system. Invoices were generated and submitted to members for the coming fiscal year.
- **Communications.** The ED prepared and sent the August electronic newsletter. The ED also completed two reviews of the text for the annual report, which will be available in September or early October.
- **Other.** The ED and AED continued consultations with technical consultants on storing and protecting BACWA's files, and implemented recommendations said consultants. The ED and AED also began planning for the October Pardee.

### B. REGULATORY AFFAIRS

- **Mercury.** No new developments. The ED has initiated consultations with individuals regarding potential improvements/changes to the mercury/PCBs watershed permit, which will expire in December 2012. This topic may be discussed at the September 23<sup>rd</sup> and October 11<sup>th</sup> meetings with the Regional Water Board. The ED suggests that the Executive Board consider authorizing consultants who assisted with development of the mercury/PCBs permit, and with reporting, to prepare recommendations to consider during the permit renewal.
- **PCB TMDL Implementation.** Results from agencies' first 1668c sampling event are coming in. The ED is coordinating with EBMUD, the permits committee and the lab committee to obtain the results from as many agencies as possible. Next steps will include reviewing the data to identify any trends, to verify the performance-based limits in the permit, and to evaluate the sampling, analysis and reporting protocols developed earlier this year.
- **Selenium.** No new developments; draft criteria expected from EPA in late 2011 or early 2012.
- **Nutrients.** Per the Executive Board's (EB) direction at the July BACWA Board meeting, the ED worked with HDR to develop scopes of work for (1) facilitation of the August 25 EB meeting; and (2) ongoing nutrient program assistance. The ED assisted HDR in carrying out the existing contract, including reviewing and editing draft topics papers.
- **e-SMR Transition.** The ED is working with EOA to develop a scope of work and budget to implement recommendations regarding storage and accessibility of historic ERS and current e-SMR data.
- **Sanitary Sewer Overflow Waste Discharge Requirements.** No new developments.
- **Whole Effluent Toxicity Policy.** As directed by the EB during the August special meeting, the ED retained Pacific EcoRisk and Larry Walker & Associates to assist in (1) responding to State Board staffs' request for information regarding EC/IC25, and (2) developing BACWA's position on the State Board's draft policy. The ED prepared for, and will attend, the State Board's August 22 workshop on the policy.



- **Permits.** The ED prepared and submitted a comment letter on the Hayward permit outlining our concerns about changes to reporting.

### C. COLLABORATIONS

- **IRWMP/Prop 84/Prop 50.** The final award from the Department of Water Resources (DWR) for \$30 million in Proposition 84 funds was made on August 16. The ED has begun working with project manager Brian Campbell on next step, which include finalizing the administrative budget, collecting advance payments, establishing internal accounting controls, and preparing agreements with DWR and local project sponsors.

The ED and Recycled Water Committee Representatives will be reviewing the bids received by the IRWMP Coordinating Committee for assistance updating the IRWMP on August 30.

- **Climate Change.** A small workgroup of BACWA members will be meeting on August 30 to discuss climate change adaptation. An update on the results of this meeting will be provided at the September Board meeting.
- **Other.** The ED attended the RMP Steering Committee Meeting. Tickets are available for the State of the Estuary Conference (registration due by September 15).

### MEETINGS

- September 1: Tri-TAC (Sacramento)
- September 7: BAPPG
- September 8: Collection Systems Committee
- September 13: Permits Committee
- September 14: Laboratory Committee Meeting
- September 15: (Tentative) RMP Nutrient Workgroup Meeting
- September 20-21: State of the Estuary Conference (Oakland)
- September 21: Biosolids Committee Meeting
- September 23: Joint BACWA/Water Board Staff meeting
- October 11-13: Pardee Retreat

## FISCAL YEAR 2010 – 2011 SUMMARY (DRAFT)

Table 1

FY 2010-2011 General BACWA Budget

Project Elements	Budgeted	Obligated	Actuals	Budget to Actuals
<b>REVENUES</b>				
Principals	\$450,000	NA	\$450,000	100%
Assoc. & Affiliates	\$159,000	NA	\$162,000	102%
Other	\$89,216	NA	\$79,473	89%
<b>Revenue Total</b>	<b>\$698,216</b>	<b>NA</b>	<b>\$691,473</b>	<b>99%</b>
<b>EXPENSES</b>				
Committees	\$113,000	\$93,619	\$81,295	72%
Technical Support	\$125,000	\$104,500	\$79,077	63%
Legal Support	\$30,000	\$18,878	\$9,623	32%
Collaborations & Sponsorships	\$35,500	\$35,500	\$35,500	100%
Communications & Reporting	\$105,000	\$56,448	\$34,460	33%
Pollution Prevention	\$50,000	\$50,000	\$50,000	100%
General BACWA	\$25,000	\$10,554	\$10,270	41%
Administration	\$257,000	\$248,983	\$239,965	93%
<b>Expense Total</b>	<b>\$740,500</b>	<b>\$618,481</b>	<b>\$540,190</b>	<b>73%</b>

Table 2

FY 2010-2011 General CBC/WQAS Budget

Project Elements	Budget	Obligated	Actuals	Budget to Actuals
<b>REVENUES</b>				
Principals	\$300,000	NA	\$300,000	100%
Assoc. & Affiliates	\$150,000	NA	\$150,500	100%
Other	\$8,000	NA	\$6,551	82%
<b>Revenue Total</b>	<b>\$458,000</b>	<b>NA</b>	<b>\$457,051</b>	<b>100%</b>
<b>EXPENSES</b>				
Expert Technical Support	\$191,728	\$235,515	\$192,530	100%
Collaborations & Sponsorships	\$50,000	\$50,000	\$50,000	100%
Trainings	\$7,190	\$0	\$0	0%
Communications & Reporting	\$65,000	\$20,000	\$34,440	53%
Unplanned Tech. Issues	\$103,430	\$102,648	\$78,538	76%
Administration	\$60,810	\$60,810	\$60,810	100%
<b>Budget Totals</b>	<b>\$478,158</b>	<b>\$468,973</b>	<b>\$416,318</b>	<b>87%</b>



## Executive Board Meeting Minutes

Thursday, July 28, 2011, 9:00 a.m. – 12:00 p.m.  
EBMUD, 2020 Wake Avenue, Oakland, CA

### ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Ben Horenstein, Chair (East Bay Municipal Utility District); Laura Pagano, acting Vice-Chair (San Francisco Public Utilities Commission); Jim Kelly (Central Contra Costa Sanitary District); Mike Connor (East Bay Dischargers Authority); Kirsten Struve (City of San Jose).

Other Attendees: Margaret Orr (Central Contra Costa Sanitary District); Gail Chesler (Central Contra Costa Sanitary District); Jim Ervin (City of San Jose); Ken Lee (San Francisco Public Utilities Commission); Amanda Roa (Delta Diablo Sanitary District); Greg Baatrup (Fairfield-Suisun Sewer District); Valerie Connor (State & Federal Contractors Water Agency); Mike Ward (State & Federal Contractors Water Agency); Jackie Kepke (formerly with CH2M Hill and the California Wastewater Climate Change Group); Susan Dennis (CH2M Hill); Denise Conners (Larry Walker Associates); Kevin Kennedy (HDR Engineering); Pete Talbot (HDR Engineering); Mike Faulk (HDR Engineering); Holly Kennedy (HDR Engineering); Amy Chastain (BACWA); Alexandra Gunnell (BACWA).

### PUBLIC COMMENT

There were no public comments.

### PRESENTATION: Suisun Bay Monitoring Program

Val Connor, Science Manager for the State and Federal Contractors Water Agency (SFCWA) presented information about the organization. Copies of the presentation will be distributed to the Board. Val fielded questions from the meeting attendees about current studies including the Suisun Bay Monitoring Program. Val will send additional information about current SFCWA projects to the BACWA Executive Director (ED) for distribution to the BACWA Executive Board members (Board).

### 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 Board and meeting attendees expressed their appreciation to Jackie Kepke for her leadership of the California Wastewater Climate Change Group (CWCCG). Zeynep Erdal of CH2M Hill will serve as the new CWCCG Program Manager. Zeynep's resume will be distributed to the Board, and she will be available to meet with individual Board members and attend an upcoming BACWA Board meeting. The CWCCG Steering Committee is recommending renewal of CH2M Hill's annual contract to continue consulting services, with a three month provisional period, to be approved at the August CWCCG meeting. The Board will receive updates about the transition at upcoming BACWA Board meetings.

Jim Ervin, Permits Committee Chair, fielded questions about the committee report included in the handout packet. It was recommended that agencies investigate the potential impact of a new San Francisco Regional Water Quality Control Board (RWQCB) permit requirement that dischargers evaluate the "concentration of all priority pollutants that were detected above or within one order of magnitude of the applicable water quality criteria." The ED is planning to work with the Permits committee to submit comments on the Hayward Marsh permit.

Representing NACWA, Ben Horenstein attended the United States Environmental Protection Agency (USEPA) Sanitary Sewer Overflow (SSO) workshop mentioned in the Collection Systems Committee

Report. The USEPA continues to solicit feedback from stakeholders to develop a federal rule to regulate SSOs, which they expect to publish in October 2012.

For **agenda item 2**, the **Proposition 50 Grant Disbursements Status Report** was included in the meeting handout packet.

For **agenda item 3**, the **Executive Director's Report**, the ED fielded questions about the report, included in the meeting handout packet. The Board recommended submitting a letter to the Senate Rules Committee supporting the reappointment of Terry Young to the RWQCB. The letter will be drafted by the ED and circulated to the Board.

The Board expressed their support for the ED to work with the RWQCB and a consultant developing a plan to ensure that historical ERS data is maintained and available for POTW and RWQCB access and queries.

The Whole Effluent Toxicity (WET) policy workshop has been rescheduled for August 22, 2011. The Board recommended that the ED seek consultant assistance to compile information about ECIC25 to present to the State Water Resources Control Board (SWRCB). Central Costa Contra Sanitary District (CCCSO) will investigate whether they could provide support from one of their current consultant contracts. Jim Ervin will work to schedule a meeting Brian Ogg of the SWRCB.

BACWA Executive 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 recommended that agencies respond to NACWA's request for financial information.

There were no **Chair & Executive Director Authorized Actions** in July 2011 (**Agenda item 5**).

## CONSENT CALENDAR

*Consent calendar **agenda items 6 through 8** were approved in a motion made by Jim Kelly and seconded by Ben Horenstein. The motion carried unanimously.*

6. Minutes from June 23, 2011 Executive Board Meeting.
7. May 2011 Treasurer's Report.
8. Authorize contracts to implement Fiscal Year 2011 – 2012 BACWA and Special Programs budgets and workplans
  - a. Stephanie Hughes; technical assistance for dental amalgam reporting, not to exceed \$17,000 (FY11-12) File 12,489;
  - b. Day, Carter, Murphy; legal support for Prop 84 contracts, not to exceed \$30,000 (FY11-12) File 12,490;
  - c. Amy J. Chastain; Executive Director Services, not to exceed \$134,508 (FY11-12) and \$139,740 (FY12-13) File 12,491.

The Board recommended the dental amalgam reporting scope should be reviewed upon permit reissuance to determine if it is still applicable to BACWA's current needs. PCB and Mercury permit requirements, scheduled for renewal in December 2012, will be included on the October 2011 Pardee Technical Seminar agenda for discussion with the RWQCB.

## OTHER BUSINESS

For **agenda item 9**, a **Nutrient Discussion** was led by HDR. Supporting materials were included in

the packet and reviewed. Electronic versions of the three topic paper outlines will be distributed to the Board, feedback should be directed to HDR before the close of business on Monday, August 1, 2011, and a conference call may be scheduled to follow up on comments received. Each topic paper will include introductory information developed by the ED.

The ED will coordinate scheduling a joint meeting with the RWQCB to discuss nutrient concerns and will include this as a discussion item on the August 25, 2011 BACWA Board meeting agenda. The ED will also work with HDR on scope and budget revisions for ongoing support, as necessary.

The next regular meeting is scheduled for August 25, 2011, 9:00 a.m. to 2:00 p.m. at the EBMUD Lab Library, 2020 Wake Road, Oakland, CA.

The meeting adjourned at 12:00 p.m.

## BACWA Revenue Report for June 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	-	500	-	-	500	-	-	500	(500)
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	-	-	-	-	-	-	74,216	74,216	(74,216)
Bay Area Clean Water Agencies	BDO Interest Income	15,000	-	-	831	-	-	4,757	4,757	10,243
Bay Area Clean Water Agencies	BDO Assoc.&Affiliate Contr	159,000	-	-	-	-	162,000	-	162,000	(3,000)
<b>BACWA TOTAL</b>		<b>624,000</b>	<b>500</b>	<b>-</b>	<b>831</b>	<b>500</b>	<b>685,158</b>	<b>5,815</b>	<b>691,473</b>	<b>(67,473)</b>
BACWA Training Fund	Administrative & General	-	-	-	-	-	-	-	-	-
BACWA Training Fund	BDO Interest Income	-	-	-	318	-	-	1,705	1,705	(1,705)
<b>TRNG FND TOTAL</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>318</b>	<b>-</b>	<b>-</b>	<b>1,705</b>	<b>1,705</b>	<b>(1,705)</b>
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)
AIR-Air Issues&Regulation Grp	BDO Interest Income	-	-	-	35	-	-	258	258	(258)
<b>AIR TOTAL</b>		<b>83,400</b>	<b>-</b>	<b>-</b>	<b>35</b>	<b>-</b>	<b>85,828</b>	<b>258</b>	<b>86,086</b>	<b>(2,686)</b>
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	-	-	59	-	-	423	423	2,656
<b>BAPPG TOTAL</b>		<b>133,584</b>	<b>-</b>	<b>-</b>	<b>59</b>	<b>-</b>	<b>80,005</b>	<b>423</b>	<b>80,428</b>	<b>53,156</b>
BACWA Legal Reserve Fnd	Administrative & General	-	-	-	-	-	-	-	-	-
BACWA Legal Reserve Fnd	BDO Interest Income	-	-	-	382	-	-	2,046	2,046	(2,046)
<b>LEGAL RSRV TOTAL</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>382</b>	<b>-</b>	<b>-</b>	<b>2,046</b>	<b>2,046</b>	<b>(2,046)</b>
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	-	-	258	-	-	1,449	1,449	6,551
<b>WQA CBC TOTAL</b>		<b>458,000</b>	<b>-</b>	<b>-</b>	<b>258</b>	<b>-</b>	<b>460,137</b>	<b>(2,551)</b>	<b>457,586</b>	<b>414</b>
BACWA OperatingRsrve Fnd	Administrative & General	-	-	-	-	-	-	-	-	-
BACWA OperatingRsrve Fnd	BDO Interest Income	-	-	-	193	-	-	1,041	1,041	(1,041)
<b>BACWAOPRES TOTAL</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>193</b>	<b>-</b>	<b>-</b>	<b>1,041</b>	<b>1,041</b>	<b>(1,041)</b>

## BACWA Revenue Report for June 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	-	-	-	21	-	-	113	113	(113)
<b>RWR TOTAL</b>		-	-	-	<b>21</b>	-	-	<b>113</b>	<b>113</b>	<b>(113)</b>
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 Other Receipts	-	-	-	-	-	6,000	-	6,000	(6,000)
WOT - Wtr/Wwtr Operat Training	BDO Interest Income	-	-	-	100	-	-	582	582	(582)
<b>WOT TOTAL</b>		-	-	-	<b>100</b>	-	<b>148,000</b>	<b>4,582</b>	<b>152,582</b>	<b>(152,582)</b>
WQA Emergency Resrve Fnd	Administrative & General	-	-	-	-	-	-	-	-	-
WQA Emergency Resrve Fnd	BDO Interest Income	-	-	-	509	-	-	2,728	2,728	(2,728)
<b>WQA EMERG TOTAL</b>		-	-	-	<b>509</b>	-	-	<b>2,728</b>	<b>2,728</b>	<b>(2,728)</b>
WQA Tech Action Fund	Administrative & General	-	-	-	-	-	-	-	-	-
WQA Tech Action Fund	BDO Interest Income	-	-	-	318	-	-	1,705	1,705	(1,705)
<b>TECHACTION TOTAL</b>		-	-	-	<b>318</b>	-	-	<b>1,705</b>	<b>1,705</b>	<b>(1,705)</b>
CBC Operating Resrve Fnd	Administrative & General	-	-	-	-	-	-	-	-	-
CBC Operating Resrve Fnd	BDO Interest Income	-	-	-	206	-	-	1,105	1,105	(1,105)
<b>CBC OPRSRV TOTAL</b>		-	-	-	<b>206</b>	-	-	<b>1,105</b>	<b>1,105</b>	<b>(1,105)</b>
Prop50BayAreaIntegRegnlWtrMgmt	Administrative & General	-	-	-	-	-	-	-	-	-
Prop50BayAreaIntegRegnlWtrMgmt	BDO Interest Income	-	-	-	613	-	-	1,640	1,640	(1,640)
Prop50BayAreaIntegRegnlWtrMgmt	BDO Administrative Expense	-	-	-	-	-	7,511	12,482	19,993	(19,993)
Prop50BayAreaIntegRegnlWtrMgmt	Contra Costa Regional Intertie	-	-	50,000	-	-	318,602	181,397	500,000	(500,000)
Prop50BayAreaIntegRegnlWtrMgmt	Regional Conservation	-	-	-	-	-	104,255	-	104,255	(104,255)
Prop50BayAreaIntegRegnlWtrMgmt	EBMUD Richmond RWP	-	-	212,760	-	-	479,087	-	479,087	(479,087)
Prop50BayAreaIntegRegnlWtrMgmt	Redwood City RWP	-	-	-	-	-	-	-	-	-
Prop50BayAreaIntegRegnlWtrMgmt	Mocho GW Demin Project	-	-	-	-	-	74,000	-	74,000	(74,000)
Prop50BayAreaIntegRegnlWtrMgmt	Direct Install HET	-	-	-	-	-	82,985	-	82,985	(82,985)
Prop50BayAreaIntegRegnlWtrMgmt	Alameda Creek Phase 2 Fish	-	-	60,000	-	-	60,000	311,629	371,629	(371,629)
Prop50BayAreaIntegRegnlWtrMgmt	Sonoma - Napa Marsh RWP	-	-	-	-	-	242,399	-	242,399	(242,399)
<b>PRP50 TOTAL</b>		-	-	<b>322,760</b>	<b>613</b>	-	<b>1,368,840</b>	<b>507,149</b>	<b>1,875,989</b>	<b>(1,875,989)</b>

## BACWA Expense Report for June 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	(8,243)	8,243	-	-	466	24,535	-	-	25,001	(1)
Bay Area Clean Water Agencies	BC-Permit Committee	25,000	(7,944)	7,944	-	-	204	24,798	-	-	25,002	(2)
Bay Area Clean Water Agencies	BC-Water Recycling Committee	11,000	(6,231)	6,231	-	-	4,770	6,231	-	-	11,000	-
Bay Area Clean Water Agencies	BC-Biosolids Committee	10,000	-	-	-	-	-	-	-	-	-	10,000
Bay Area Clean Water Agencies	BC-InfoShare Groups	25,000	(5,590)	5,590	-	-	6,884	18,116	-	-	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	(756)	756	-	-	2,043	22,957	-	-	25,000	-
Bay Area Clean Water Agencies	TS-Consultant Support	100,000	(20,442)	20,442	-	-	23,380	56,120	-	-	79,500	20,500
Bay Area Clean Water Agencies	LS-Regulatory Support	20,000	(45)	45	-	-	4,255	5,745	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	-	-	-	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	(879)	879	-	-	8,398	17,352	2,871	-	28,621	41,379
Bay Area Clean Water Agencies	AS-BACWA Admin Expense	8,000	-	-	543	-	-	-	3,766	-	3,766	4,234
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	(153)	153	350	-	285	715	7,234	-	8,234	1,766
Bay Area Clean Water Agencies	AS-Executive Director	130,000	(21,667)	21,667	-	-	-	130,000	-	-	130,000	-
Bay Area Clean Water Agencies	AS-Assistant Executive Directo	70,000	(9,973)	9,473	-	-	9,018	58,682	-	-	67,700	2,300
Bay Area Clean Water Agencies	AS-EBMUD Administrative Servic	44,000	(9,041)	9,041	-	-	9,267	34,510	-	-	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	-	-	-	-	-	-	-	-	-	-	-
<b>BACWA TOTAL</b>		<b>740,500</b>	<b>(90,963)</b>	<b>90,463</b>	<b>20,894</b>	<b>-</b>	<b>87,559</b>	<b>412,171</b>	<b>118,751</b>	<b>-</b>	<b>618,481</b>	<b>122,019</b>
AIR-Air Issues&Regulation Grp	BDO Administrative Expense	4,038	-	-	-	-	-	-	4,038	-	4,038	-
AIR-Air Issues&Regulation Grp	BDO Contract Expenses	86,755	-	-	-	-	28,734	58,021	-	-	86,755	-
<b>AIR TOTAL</b>		<b>90,793</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,734</b>	<b>58,021</b>	<b>4,038</b>	<b>-</b>	<b>90,793</b>	<b>-</b>
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Fog	21,800	-	-	-	-	13	14,787	2,318	-	17,118	4,682
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Mercury	9,500	(1,685)	1,685	-	-	4	9,436	-	-	9,440	60
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Pesticides	16,000	(1,760)	1,760	-	-	200	5,800	10,000	-	16,000	-
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Copper	4,000	(1,210)	1,210	-	-	-	4,060	-	-	4,060	(60)
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Pharmaceutical	4,999	(1,600)	1,600	-	-	-	4,999	-	-	4,999	-
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-General P2	46,500	-	-	-	-	-	44,999	1,420	-	46,419	81
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Emerging Issues	5,000	-	-	2,400	-	-	-	2,400	-	2,400	2,600
BAPPG-BayAreaPollutnPreventGrp	BAPPG-CE-Other	8,396	(320)	320	-	-	240	3,760	-	-	4,000	4,396
BAPPG-BayAreaPollutnPreventGrp	BDO Administrative Expense	5,810	-	-	-	-	-	-	5,810	-	5,810	-
<b>BAPPG TOTAL</b>		<b>122,005</b>	<b>(6,575)</b>	<b>6,575</b>	<b>2,400</b>	<b>-</b>	<b>457</b>	<b>87,841</b>	<b>21,948</b>	<b>-</b>	<b>110,246</b>	<b>11,759</b>



## BACWA Expense Report for June 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	(68,584)	68,584	-	-	78,767	155,920	828	-	235,515	(43,787)
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	(9,137)	9,137	-	-	4,594	15,406	-	-	20,000	45,000
WQA-WtrQualityAttainmntStratgy	WQA-CE-Program Mgmt	39,000	-	-	-	-	-	-	-	-	-	39,000
WQA-WtrQualityAttainmntStratgy	WQA-CE-Other	103,430	(2,006)	2,006	-	-	5,076	14,034	83,538	-	102,648	782
WQA-WtrQualityAttainmntStratgy	BDO Administrative Expense	21,810	-	-	-	-	-	-	60,810	-	60,810	(39,000)
<b>WQA CBC TOTAL</b>		<b>478,158</b>	<b>(79,727)</b>	<b>79,727</b>	-	-	<b>88,437</b>	<b>185,360</b>	<b>195,175</b>	-	<b>468,973</b>	<b>9,185</b>
BACWA OperatingRsrv Fnd	BDO Contract Expenses	-	-	-	-	-	-	-	2,562	-	2,562	(2,562)
<b>BACWA OPRESV TOTAL</b>		-	-	-	-	-	-	-	<b>2,562</b>	-	<b>2,562</b>	<b>(2,562)</b>
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)
<b>WOT TOTAL</b>		<b>83,500</b>	-	-	-	-	-	-	<b>114,500</b>	-	<b>114,500</b>	<b>(31,000)</b>
Prop50BayAreaIntegRegnlWtrMgmt	BDO Administrative Expense	8,000	230	270	185	-	294	2,206	1,710	1,058	5,268	2,732
Prop50BayAreaIntegRegnlWtrMgmt	BDO Contract Expenses	78,017	(11,505)	11,505	-	-	58,312	19,705	-	-	78,017	-
Prop50BayAreaIntegRegnlWtrMgmt	Contra Costa Regional Intertie	-	-	-	-	-	-	-	269,072	176,731	445,803	(445,803)
Prop50BayAreaIntegRegnlWtrMgmt	Regional Conservation	-	-	-	31,000	-	-	-	51,000	-	51,000	(51,000)
Prop50BayAreaIntegRegnlWtrMgmt	EBMUD Richmond RWP	-	-	-	270,076	-	-	-	270,076	-	270,076	(270,076)
Prop50BayAreaIntegRegnlWtrMgmt	Redwood City RWP	-	-	-	-	-	-	-	-	99,556	99,556	(99,556)
Prop50BayAreaIntegRegnlWtrMgmt	N. Marin RWP	-	-	-	-	-	-	-	-	24,455	24,455	(24,455)
Prop50BayAreaIntegRegnlWtrMgmt	Mocho GW Demin Project	-	-	-	80,429	-	-	-	80,429	-	80,429	(80,429)
Prop50BayAreaIntegRegnlWtrMgmt	Direct Install HET	-	-	-	-	-	-	-	83,735	-	83,735	(83,735)
Prop50BayAreaIntegRegnlWtrMgmt	Sonoma - Napa Marsh RWP	-	-	-	246,247	-	-	-	246,247	-	246,247	(246,247)
Prop50BayAreaIntegRegnlWtrMgmt	Agency Prefunding Admin Exp	-	-	-	-	-	-	-	-	17,968	17,968	(17,968)
<b>PRP50 TOTAL</b>		<b>86,017</b>	<b>(11,275)</b>	<b>11,775</b>	<b>627,936</b>	-	<b>58,606</b>	<b>21,911</b>	<b>1,002,269</b>	<b>319,768</b>	<b>1,402,554</b>	<b>(1,316,537)</b>

## Fund Balances as of month end 6/30/11

DESCRIPTION	BEGINNING FUND BALANCE 7/1/10	TOTAL RECEIPTS	TOTAL DISBURSEMENTS	ENDING FUND BALANCE 6/30/11	OUTSTANDING ENCUMBRANCES	UNOBLIGATED FUND BALANCE 6/30/11
BACWA	334,476	691,473	530,922	495,026	87,559	407,468
TRNG FND	250,000	1,705	-	251,705	-	251,705
AIR	2,592	86,086	62,059	26,619	28,734	(2,114)
BAPPG	49,131	80,428	109,789	19,770	457	19,313
LEGAL RSRV	300,000	2,046	-	302,046	-	302,046
WQA CBC	64,897	457,586	380,535	141,949	88,437	53,511
BACWAOPRES	153,500	1,041	2,562	151,978	-	151,978
RWR	16,516	113	-	16,629	-	16,629
RESERVE	120,000	-	-	120,000	-	120,000
WOT	55,288	152,582	114,500	93,370	-	93,370
WQA EMERG	400,000	2,728	-	402,728	-	402,728
TECHACTION	250,000	1,705	-	251,705	-	251,705
CBC OPRSRV	162,000	1,105	-	163,105	-	163,105
PRP50	18,148	1,875,989	1,343,947	550,190	58,606	491,583
	2,176,549	3,354,587	2,544,315	2,986,821	263,793	2,723,028



## BACWA EXECUTIVE BOARD ACTION REQUEST

AGENDA NO.: 8.a

FILE NO.: \_\_\_\_\_

MEETING DATE: August 25, 2011

**TITLE:** Contract with HDR, Inc., for Nutrient Program Monitoring Assistance, not to exceed \$48,900.

☒ MOTION \_\_\_\_\_ ☐ RESOLUTION \_\_\_\_\_

### RECOMMENDED ACTION

Authorize a contract with HDR, Inc. to provide technical assistance to BACWA related to ongoing nutrient programs, not to exceed \$48,900 for Fiscal Year 2011-2012.

### SUMMARY

In early 2011, BACWA retained HDR, Inc. to assist the agency in responding to nutrient-related regulatory and scientific developments. HDR's original scope of work included, *inter alia*, representing BACWA and BACWA's interests at meetings related to numeric nutrient endpoints (NNE), the Suisun Bay monitoring program, and the Regional Monitoring Program (RMP) nutrients workgroup. HDR also provided written program updates, technical analyses, and recommendations for future actions to the BACWA Executive Board. At the July 28, 2011 BACWA Executive Board (EB) meeting, the EB directed the Executive Director to ensure that these activities continue uninterrupted. This contract effectuates the EB intent.

### FISCAL IMPACT

The Fiscal Year 2011-2012 CBC/WQAS budget includes \$100,000 for nutrient-related work. To date approximately \$10,000 has been obligated.

### ALTERNATIVES

This action does not require consideration of alternatives.

#### *Attachments:*

1. Scope of work

Submitted: \_\_\_\_\_

Executive Director Approval: /s/ Amy Chastain

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## **EXHIBIT A**

### **Bay Area Clean Water Agencies**

#### **Program Monitoring**

##### **Scope of Services**

Consultant will continue assisting the Bay Area Clean Water Agencies (BACWA) with active participation in the Numerical Nutrient Endpoint Stakeholders Advisory Group (NNE SAG), Suisun Bay Monitoring Plan Workgroup (SWAMP), and Regional Monitoring Program Nutrient Workgroup (RMP Nutrient Strategy). Consultant's costs, including reimbursable expenses, shall not exceed \$48,900.

#### **TASK 1 - PROJECT MANAGEMENT AND QUALITY ASSURANCE / QUALITY CONTROL (QA/QC) (est. \$6,800)**

Activities associated with Task 1 are routine communication with the BACWA Executive Director, scheduling and directing of Consultant staff, coordinating the quality assurance effort, and the preparation of monthly invoices and financial summary reports. Financial summary reports and invoices shall coincide with HDR's standard billing periods, which are four or five weeks in duration.

##### Deliverables:

- Financial Summary Reports
- Invoices

#### **TASK 2 - PROGRAM SUPPORT (est. \$34,000)**

Consultant, with assistance from the Executive Director, shall ensure that BACWA and BACWA's interests are represented at the relevant nutrient-related meetings, e.g., meetings of the Numeric Nutrient Endpoint (NNE) Stakeholder Advisory Group (SAG), the Suisun Bay SWAMP Monitoring Workgroup, and the Regional Monitoring Program (RMP). Consultant shall coordinate with the Executive Director to determine at which meetings the Consultant's presence is required and the amount of preparation, analysis and follow-up appropriate for each meeting. The number of meetings attended and the related analysis and follow-up work will be limited by the budget available for this task

Consultant's Senior Project Manager or his designee shall attend BACWA's monthly Executive Board Meetings to present progress reports and discuss project status and activities.

##### Deliverables:

- Attendance at select meetings
- Written analyses of key documents prepared for meetings, as requested by the Executive Director

- Meeting reports, to be included in monthly progress reports
- Monthly progress reports

### **TASK 3 – AS NEEDED SERVICES (est. \$8,100)**

Consultant shall provide the Executive Director and Executive Board Members with additional assistance necessary, as requested by the Executive Director, to support BACWA's overall nutrient strategy and regulatory efforts support the NNE SAG, SWAMP, RMP Nutrient Workgroup, or other desired programs. All work under this task will be authorized in advance by the Executive Director in writing, via email, memo, or other appropriate means.

#### Deliverables:

- To be determined at the time Consultant work is authorized.



**EXHIBIT B**

Estimated Work Effort and Costs

BACWA Contract 3 - Program Support for Nutrient Management Strategy		Project Principal	Project Manager 2	Engineer 2	Project Controller 2	Project Coordinator	Total HDR Labor Hours	HDR Labor Cost
	RESOURCES	P. Talbot	K. Kennedy	M. Falk	Z. Wilson	J. Palmer		
		\$260	\$220	\$150	\$125	\$85		
Task 1 - Project Management and Quality Assurance / Quality Control (QA/QC)		0	20	0	16	0	36	\$ 6,400
Task 2 - Program Support		12	76	60	0	36	184	\$ 31,900
Task 3 - As Needed Support			20	20		2	42	\$ 7,570
Total for All Tasks		12	116	80	16	38	262	\$ 45,870
Miscellaneous Expenses								\$ 2,061
HDR technology charge								\$ 969
HDR Other Direct Costs								\$ 3,030
Total HDR Labor Costs								\$ 45,870
								\$ 48,900

**EXHIBIT C  
RATE SCHEDULE**

**Bay Area Clean Water Agencies (BACWA)  
Nutrient Strategy Assistance Project**

**HDR ENGINEERING, INC.  
September 1, 2011 through June 31, 2012**

<b>Billing Category</b>	<b>Hourly Rate (\$)</b>
Project Principal	240-290
Technical Specialist 3	240-290
Technical Specialist 2	200-250
Technical Specialist 1	170-210
Project Manager 2	190-250
Project Manager 1	170-210
Engineer 2	140-1800
Engineer 1	100-150
Project Controller 2	120-145
Project Controller 1	100-125
Technician	75 - 110
Project Coordinator	80 –100

**EXPENSES**

**In-House Expenses**

Technology Charge per Direct Labor Hour	\$3.70
Vehicle Mileage (per mile)	Current Federal Travel Regulation (FTR)
Color Copy (per copy)	\$0.75 to \$1.50
Photocopies (per copy)	\$0.10 to \$0.20
Bond Plotting - Black & White (per square foot)	\$0.135
Bond Plotting - Color (per square foot)	\$0.50
Vellum - Black & White (per square foot)	\$0.50
Mylar - Black & White (per square foot)	\$0.90

*Please Note: Technology charges include computer, CADD, network, software, and other related technology services.*



# Bay Area Clean Water Agencies

A Joint Powers Public Agency

Leading the Way to Protect our Bay

## NUTRIENT STRATEGY DEVELOPMENT PROJECT

### Progress Report #3

(July Accounting Period – June 26 through July 30, 2011))

#### **Task 1 – Tactical Planning**

##### **Subtask 1.1 – Kick-Off Meeting (April 25, 2011)**

<i>Activities:</i>
Finalize Kickoff Meeting report
<i>Deliverables submitted:</i>
Final Kickoff Meeting report
<i>Next Steps:</i>
None

##### **Subtask 1.2 – Work Plan**

<i>Activities:</i>
Prepared preliminary work scope for development of a Nutrient Regulatory Strategy for at July Executive Board meeting
<i>Deliverables submitted:</i>
<i>Next Steps:</i>
Prepare workshop materials for development of a Nutrient Regulatory Strategy for at August Executive Board meeting (Contract 2 authorized by Board Chair)
Prepare scope of work and budget for ongoing program monitoring activities for presentation and possible approval at August Executive Board meeting.





# Bay Area Clean Water Agencies

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## NUTRIENT STRATEGY DEVELOPMENT PROJECT

### Subtask 1.3 – Regional Monitoring Program Nutrient Workshop (June 29, 2011)

<i>Activities:</i>
Finalized two presentations for June 29 <sup>th</sup> RMP Workshop
Delivered two Workshop presentations on June 29, 2011
Attended Workshop follow-up meeting on June 30, 2011
<i>Deliverables submitted:</i>
Two presentation files
<i>Next Steps:</i>
None

### Subtask 1.4 – Executive Board Meeting Attendance

<i>Activities:</i>
Attended and brief Executive Board regarding Project status at June and July meetings
Obtained input from Executive re next steps regarding strategy development and program monitoring
<i>Deliverables submitted:</i>
Progress Report #2 (through June 25, 2011)
<i>Next Steps:</i>
Strategy workshop at August Executive Board meeting



## NUTRIENT STRATEGY DEVELOPMENT PROJECT

### TASK 2 – PLANNING SUPPORT

#### Subtask 2.1 – Topic Papers

<i>Activities:</i>
Prepared three Draft Topic Paper outlines (modeling, cost, and regulatory)
<i>Deliverables submitted:</i>
Three draft topic paper outlines and suggested paper reviewers
<i>Next Steps:</i>
Prepare Draft Topic Papers (modeling, cost, and regulatory)
Obtain comments and finalize Topic Papers (modeling, cost, and regulatory)

#### Subtask 2.2 – NNE SAG, Suisun Bay MPW, and RMP Monitoring Assistance

<i>Activities:</i>
Reviewed NNE work elements provided by Martha Sutula
Reviewed and commented on Lester McKee's paper regarding nutrient loads to the SF Bay.
<i>Deliverables submitted:</i>
None

<sup>a</sup>Meeting key outcomes described in meeting reports

<i>Next Steps:</i>
No meetings scheduled until September
Monitor NNE and SWAMP activities
Provide final comments on Lester McKee's load paper



## NUTRIENT STRATEGY DEVELOPMENT PROJECT

### **TASK 3 – PROJECT MANAGEMENT AND QUALITY ASSURANCE/QUALITY CONTROL (QA/QC)**

<i>Activities:</i>
Prepared Invoice, Status (Financial) and Progress Reports
Developed expanded format (invoice; progress and financial reports)
Drafted three memoranda summarizing potential future BACWA nutrient strategy work regarding (1) overall strategy development, (2) nutrient load estimation, and (3) ongoing program monitoring
<i>Deliverables submitted:</i>
July invoice and financial and progress reports
Revised progress reports for April and May 2011
Three memoranda summarizing potential future BACWA nutrient strategy work.
<i>Next Steps:</i>
Submit future invoices and reports in expanded formats

### **Near Term Project Schedule**

- RMP Nutrient Workgroup meeting on September 15, 2011
- Meeting with RWQCB on September 23, 2011
- BACWA Executive Board Meetings
  - August 25, 2011
  - September 22, 2011
  - October 11-13, 2011 (annual retreat)