



MINUTES

Executive Board Meeting

Thursday, June 24, 2010
9:00 a.m. – 12:00 p.m.

EBMUD Plant Lab Library
2020 Wake Ave., Oakland, CA

ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Dave Tucker, Chair (City of San Jose); Arleen Navarret, Vice-Chair (San Francisco Public Utilities Commission); Ann Farrell (Central Contra Costa Sanitary District); Mike Connor (East Bay Dischargers Association); Ben Horenstein (East Bay Municipal Utility District).

Other Attendees: Stephanie Cheng (East Bay Municipal Utility District); Rich Cunningham (City of Albany); Monica Oakley (Oakley Water Strategies); Tom Hall (Eisenberg Olivieri Associates); Karen Ball (Kennedy/Jenks); 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 Committee Chairs were given the opportunity to provide further clarification, as requested by meeting attendees.

- The BAPPG report was included in the meeting handout packet and the following items were discussed:
 - The Cyanide Site Specific Objectives Fact Sheet that was included in the handout packet will be uploaded to the BACWA website and an e-mail will be sent to the BACWA membership to let them know that it is available.
- The Collection Systems committee report was included in the meeting handout packet and the following items were discussed:
 - The committee is tracking the legislation on flushable wipes that is being sponsored by state Assembly member Jared Huffman.
 - Discussions continue at the committee meetings to determine the best use of information from the draft Sanitary Sewer Overflow Posting document. It was suggested that an issue paper could be created and further discussion may continue at Pardee.
- The Recycled Water committee report was included in the meeting handout packet and the following items were discussed:
 - Prop 84 guidelines are expected to be released in August 2010.
 - The Executive Director (ED) will meet with the Department of Water Resources (DWR) next week to discuss the supplemental prop 50 grant funding application

For **agenda item 2**, it was noted that the **Proposition 50 Grant Disbursements Status Report** has been included in the packet.

Approximately \$2,000,000 was received from DWR in June and these funds are currently being dispersed to the Local Project Sponsors. Administrative costs are being recouped, and DPW will be notified of the new BACWA Executive Board Chair, if necessary.

The ED referred to the **Executive Director Report** included in the meeting handout packet for **agenda item 3**, and answered questions on the following items:

- Draft minutes and action items from the joint RWQCB/BACWA meeting on June 18, 2010 are being circulated to the Regional Water Quality Control Board (RWQCB) for review and will be distributed to the BACWA board.
- It was suggested that risk reduction efforts should move forward before the end of the fiscal year, even if alternate sources of funding, in place of BASMAA's contribution, must be investigated. If necessary, a teleconference special BACWA Executive Board meeting will be scheduled to approve a transfer of funds.
- It was clarified that the CIWQS report was developed by the Collections System Committee not the Permits Committee.
- The ED will continue to develop a scope and contract for Sewer Charge Database consultant support. It was noted that the following resources may be useful as future needs are evaluated: Ben Horenstein can provide a contact to obtain NACWA's scope; a UNC professor is currently doing similar work for several states.

Under **agenda item 4, Executive Board Reports**, Executive Board members were invited to share any items of interest. There were no reports from the Executive Board members.

CONSENT CALENDAR

5. Approval of May 2010 Treasurer's Report.
6. Approval of Minutes from May 27, 2010 BACWA Executive Board Meeting.
7. Chair Authorized Actions
 - a. Laboratory Committee, National Water Quality Monitoring Conference attendance, \$2,500.
 - b. Consultant Support cost-share for Supplemental Proposition 50 application process, \$2,500.

Ben Horenstein moved to approve all items on the consent calendar. Arleen Navarret seconded. The motion carried unanimously.

BOARD ACTION ITEMS

The Executive Board took action on the following agenda items:

Under **agenda item 8, a motion to amend the contract with Oakley Water Strategies for Permits and Collection System Committee Support to increase contract total from \$40,000 to \$43,530 for Fiscal Year 2009-10, File 11,782**, was moved by Mike Connor. Ben Horenstein seconded.

Concern was raised that advance notice of the budget overage had not been communicated to

BACWA. The Collections System Committee Chair explained that unplanned issues requiring immediate action and consultant support had arisen throughout the year. It was noted that special projects should be funded from other budget line items. The ED will work with BACWA committees to address this issue in the upcoming year.

The motion carried with vote of four yeses and one no.

Agenda item 9, a contribution to the UC Press Foundation to support publication of the San Francisco Bay Estuary book in the amount of \$5,000 for Fiscal Year 2009-10, File 12,194, was approved in a motion made by Mike Connor and seconded by Ben Horenstein.

A request was made that each Board member should receive a copy of the book once it is published.

The motion carried unanimously.

Under **agenda item 10** a motion was made for an **amendment to contract 11,739 with Carollo Engineers for the development of a white paper on urban stormwater diversion to extend termination date to December 31, 2010.** Approval was moved by Mike Connor, and seconded by Arleen Navarret. The motion carried unanimously.

Approval of **Agenda item 11, an amendment to contract 498 with the San Francisco Estuary Institute for laboratory services to extend the termination date to December 31, 2010, File 11,500** was moved in a motion made by Mike Connor, and seconded by Dave Tucker. The motion carried unanimously.

Agenda item 12, approval of the AIR Committee budget, workplan, and an amendment of contract 11,819 with CH2M Hill to provide AIR Committee Support for Fiscal Year 2010-11 was moved in a motion made by Mike Connor, and seconded by Arleen Navarret.

Concern was raised about the negative balance of the AIR account as indicated by the Treasurer's Report, and it was explained that a transfer from BACWA to the AIR account will be made to cover the cost of the GHG reporting workshop, as previously approved by the Board. A discussion about including the AIR program in the BACWA budget rather than as a separate account may be added to the agenda for Pardee.

The motion carried unanimously.

Approval of **Agenda item 13, contract 12,192 with Alexandra Gunnell for Assistant Executive Director services for Fiscal Year 2010-11** was moved in a motion made by, Arleen Navarret and seconded by Ann Farrell. The motion carried unanimously.

Approval of **Agenda item 14, contract 12,197 with CirclePoint for website and other communications support for Fiscal Year 2010-2011** was moved in a motion made by Mike Connor, and seconded by Arleen Navarret.

It was noted that Circle Point was chosen because they have experience and qualifications to address items outlined in the communications portion of the approved BACWA 2010-11 workplan. The Board will send contact information for individuals who can provide treatment facility images to the ED. A suggestion was made to solicit feedback about the BACWA website from smaller agencies or to develop a workgroup. Ann Farrell may be able to provide input based on her experience with CASA's efforts to develop a communication plan using CirclePoint. It was noted that

the development of BACWA's communication strategy and plan is a priority.

The motion carried unanimously.

Agenda item 15, approval of contract 12,193 with Kennedy/Jenks Consultants for Info Share Group Support for Fiscal Year 2010-11 was moved in a *motion made by Mike Connor and seconded by Arleen Navarret. The motion carried unanimously.*

Under **agenda item 16**, the board **approved contract 12,195 with O'Rorke, Inc. for media relations support for Fiscal Year 2010-11.** *The motion was made by Arleen Navarret, and seconded by Dave Tucker.*

Discussion of developing a communication strategy and plan may be added to the agenda for Pardee.

The motion carried unanimously.

BOARD DISCUSSION ITEMS

The Board discussed the following items:

Under **agenda item 17** the board agreed to cancel the **August BACWA Executive Board Meeting.**

The ED introduced a discussion on **Federal Sanitary Sewer Overflow & Peak Flow Regulation Changes, agenda item 18.** EBMUD and CCCSD have representatives attending the listening session in Seattle today. Future online listening sessions are scheduled. Comments are due on August 2nd, 2010. It was mentioned that a comment letter drafted by Tri-TAC could be brought before the Summit Partners for approval. The Collections System committee will continue to discuss this matter at upcoming meetings, although the committee will not meet in July. The ED will gather BACWA materials that have already been generated pertaining to this issue and will include this item for further discussion at future BACWA meetings.

The Executive Board Chair approved funding for the Collections System Committee Chair to attend the upcoming NACWA conference.

The Collection Systems Committee will research and possibly distribute guidance on what is being reviewed and requested by EPA during the audits that they are currently conducting.

Shellfishing Beneficial Use was discussed under **agenda item 19.** BACWA will continue discussions with the RWQCB to outline concerns, and the ED will provide an update on this item in next month's report to the BACWA Board. Tom Hall noted that the Habitat Goals Project report, published last month, included information on shellfish harvesting. The Permits committee will investigate whether this is an issue of concern for any upcoming permit renewals.

For **agenda item 20, CIWQS Analysis**, a letter report written by John Larson was included in packet. This will be edited and distributed from BACWA to the State Water Resources Control Board, and possibly the RWQCB and EPA. A no cost time extension to the contract with Oakley Water may be necessary. It was noted that BACWA may want to obtain a copy of the historical RWQCB ERS database.

REVIEW ACTION ITEMS

Action items from the meeting will be distributed to meeting attendees with the draft meeting minutes.

NEXT REGULAR MEETING

The next regular meeting is scheduled for July 29, 2010, 9:00 to 12:00 at the EBMUD Plant Lab Library in Oakland.

ADJOURNMENT

The meeting adjourned at 12:00 p.m.