



# Executive Board Meeting Minutes

February 19, 2016

## ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Laura Pagano (San Francisco Public Utilities Commission); Jim Ervin (San Jose); Mike Connor (East Bay Dischargers Authority); Ben Horenstein (East Bay Municipal Utility District); Lori Schectel (Central Contra Costa Sanitary District).

## Other Attendees:

<u>Name</u>	<u>Agency/Company</u>
Denise Connors	LWA
Holly Kennedy	HDR
Karin North	Palo Alto
Melody LaBella	CCCSD
Tom Hall	EOA
Robert Wilson	Petaluma
Rhodora Biagtan	DSRSD
Jim Graydon	Brown & Caldwell
Bhavani Yerrapotu	Sunnyvale
Dominic Lamarche	MWH
Daniela Brandao	San Mateo CWP/CH2M Hill
Cheryl Munoz	SFPUC
David Williams	BACWA
Lorien Fono	BACWA
Sherry Hull	BACWA

## **PUBLIC COMMENT**

None.

## **CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER**

None.

## **CONSENT CALENDAR**

1. December 18, 2015 BACWA Executive Board Meeting Minutes
2. November & December, 2015 Treasurer's Reports

*Consent Calendar items 1 and 2 were approved in a motion made by Ben Horenstein and seconded by Lori Schectel. The motion carried unanimously.*

## **APPROVALS & AUTHORIZATIONS**

**Agenda Item 3** –Approval of an Amendment to FY16 Agreement with TDC Environmental, LLC. A Board Authorization Request and Proposed Scope of Work was include in the Handout on Pages 19-23. Representatives from BAPPG noted the good work being done by TDC. The Executive Director explained that unused funds in the approved budget are available for this amendment.

*Item 3 was approved in a motion made by Mike Connor and seconded by Lori Schectel. The motion carried with four agreed and one opposed.*

**Agenda Item 4** - Approval of an Amendment to SFEI Nutrient Strategy Support Agreement. A Board Authorization Request and relevant Scope of Work was include in the Handout on Pages 24-25.

*Item 4 was approved in a motion made by Mike Connor and seconded by Ben Horenstein. The motion carried unanimously.*

**Agenda Item 5** – A completed Chair Authorization Request to approve the execution of an agreement with Solano Community College to provide Water Operating Training Classes was included in the handout on Pages 26-29.

## **OTHER BUSINESS-POLICY/STRATEGIC**

**Agenda Item 6** – Discussion: Nutrients

a. Regulatory

- i. Optimization/Upgrade Studies Update – Notes from the January 8, 2016 CMG Meeting were included in the Handout on Pages 30-31. The Executive Director provided a summary of the list of key decisions. HDR described how removing nitrogen in some cases increases phosphorous. Subsequently reducing the phosphorus significantly increases the cost of the project. There was a discussion about whether to decouple nitrogen and phosphorus in the analyses. For each nutrient removal alternative, HDR will provide capital costs, annual O&M costs as well as present value O&M costs, and total present value costs. A cost per gallon per day treated or per lb. nitrogen removed will also be included. They will prepare sensitivity analyses to illustrate the difference in annual O&M costs based on current flows, design flows, and an average thereof; and for the proposed interest rate for the upgrades. An updated report using CCCSD as an example of the level of detail and parameters for each report will presented in March. Once agreed upon by the CMG, the remaining Wave 1 reports will be completed and distributed to agencies. A major question to be addressed by the CMG is at what point does an optimization

become an upgrade due to costs. A workshop will be planned for the summer to develop the message to our member agencies about how the alternatives for each plant were developed and how they will be used.

- ii. Nutrient Strategy Team – A Draft Agenda for a first quarter 2016 Nutrient Strategy Team Meeting was included in the Handout on Page 32. A poll will be sent to set a time for the first meeting. The team will be made up of representatives from large and small agencies from each subembayment.
  - iii. Regional Planning – The Regional Water Board is interested in regional planning and would like for BACWA to gather information. It was noted that the South Bay is already attempting to coordinate and could be a pilot program. This issue will be put on the RWB Joint Meeting Agenda to better articulate the Water Board’s vision on this issue.
- b. Technical Work
- i. Debrief on the SAG Meeting – The Agenda from the February 9, 2016 SF Bay SAG Meeting was included in the Handout on Page 33, along with a [link](#) to the RWQCB Public Involvement for SF Bay Nutrients Project website. Information was provided to the Board with regard to the ongoing discussions with the Water Board and the material that is covered in the Assessment Framework report, and the accompanying manuscript which is to be submitted to a peer-reviewed journal. There was a discussion about asking the Regional Water Board to extend the deadline for comments given the density of the material in the Manuscript, and the issues with acquiring and reviewing the raw data. The Executive Director will develop a Comment Letter on the Assessment Framework documents describing BACWA’s high level concerns and provide it to the Executive Board for review before submitting on February 25.
  - ii. Technical Review of Nutrient Documents RFP – An RFP for Review of NMS Technical Documents was included in the Handout on Pages 34-48. The Executive Director provided an overview of the RFP. The agreement would be for an As Needed amount up to \$100,000. It was noted that access to the raw data would likely be needed by the consultant and the Executive Director will request access. It was suggested that the RFP include expertise in similar endeavors with emphasis on use of chl-a as an indicator for HABs and DO, ecological trending, and assessment of beneficial uses. The ED will update the RFP and provide it to the Executive Board for review before sending it out.
- c. Governance Structure -
- i. Debrief on Planning Subcommittee Meeting #16 – A Meeting Summary of Planning Subcommittee Meeting #16 was included in the Handout on Pages 49-55. The Executive director provided an overview of the document with particular emphasis on engagement of subcommittee members and progress on the Program Coordinator position.
  - ii. NMS Calendar – The Nutrient Management Strategy Calendar from March 2016

through December 2016 was included in the Handout on Pages 56-59.

**Agenda Item 7** – Discussion: Joint Water Board Meeting Planning – A Draft Agenda for the February 29, 2016 Joint Water Board Meeting was included in the Handout on Page 60. The Executive Director reviewed the Agenda and will provide an updated Agenda prior to the meeting. An additional item was recommended to be added to the agenda, which was the State Water Board’s Pilot CECs monitoring plan, which will cost more than \$400K for the San Francisco Bay Region and hasn’t been vetted by the RMP.

**Agenda Item 8** – Discussion: Alternate MRP to Support RMP – An email from the RWQCB was included in the Handout on Page 61, along with a [link](#) to a Response to Written Comments.

**Agenda Item 9** – Discussion: Water Environment Research Foundation Priorities – A list of WERF Priorities was included in the Handout on Pages 62-67, along with a [link](#) to an Overview of WERF 2015 Research. Michael Connor has been elected to the Board of WERF and asked how he could provide a more strategic benefit to BACWA. Suggestions included proposing to WERF that they investigate a connection between chlorophyll-a and HABs, as well as microplastics, particularly fibers. The first meeting will be in May 2016. Information on LIFT (Leaders Innovation Forum for Technology) will be included in the March Bulletin.

## **OTHER BUSINESS-OPERATIONAL**

**Agenda Item 10** – Discussion: Annual Meeting Debrief – The most recent results of the BACWA Annual Meeting Survey were included in the Handout on Pages 68-78. Some suggestions for next year’s meeting were to have multiple projectors and breakout sessions.

**Agenda Item 11** – Discussion: FY17 Budget Planning – A FY 2017 Draft Budget was included in the Handout on Pages 79-81. The Financial Committee met on February 16, 2016. The Executive Director gave an overview of the Draft Budget noting a few projected changes.

**Agenda Item 12** – Discussion: Drought/Recycling -

- a. Bay Area Regional Reliability Project – A letter of invitation to participate in a Drought Task Force for the Bay Area Regional Reliability Drought Contingency Plan was included in the Handout on Page 82. It was noted that the organization has very broad representation. Mike Connor was selected represent BACWA as representative and Roger Baily as the alternate.
- b. AWT Certification Committee – An email from CASA regarding the AWT Certification Committee was included in the Handout on Pages 83-85, along with a [link](#) to the AWT-Potable Reuse Op Cert White Paper. Following a short discussion of whether there is a

need for another certification, it was decided that Maura Bonnarens of EBMUD would represent BACWA.

- c. Comment Letter on the SWRCB General Order – A Draft Comment Letter on the General Order for Recycled Water Use was included in the Handout on Pages 86-87. It was agreed that the Comment Letter was ready to send. It was also suggested that this issue be added to the Agenda for the Joint meeting with the Regional Water Board.
- d. Prop 1 Proposal – An email from SFEI to BACWA regarding Prop 1 funding was included in the Handout on Pages 88-89. Funds are available in the form of Grant money to encourage recycled water usage in California. However, an RFP has not yet been developed by the Regional Water Board. The Regulatory Program Manager will contact the Regional Water Board to follow up.

**Agenda Item 13** – Discussion: Pollution from One-Time Events – SFPUC reported that residue from the Super Bowl fireworks ended up in the Bay. They are unsure of jurisdiction since the residue entered the Bay directly, not through the sewers. It was suggested that they contact Santa Barbara who has dealt with a similar issue.

**Agenda Item 14** – Discussion: BAAQMD Fall Workshop - A string of emails regarding a BAAQMD Conference were included in the Handout on Pages 90-94. The Executive Director presented the question if BACWA should participate as a presenter instead of EBMUD. It was agreed that EBMUD or another member will present on behalf of BACWA.

**Agenda Item 15** – Announcement: Attendance at the NBWA Conference to be held on April 22, 2016. As a sponsor of the Conference, BACWA was provided two complimentary tickets.

**Agenda Item 16** – Announcement: BACWA's 2016 Pardee Seminar dates have been set for October 12<sup>th</sup> through October 14<sup>th</sup>, 2016. Board members were asked to save the dates on their calendars. The AED also noted that Conflict of Interest Form 700's will be going out on March 1<sup>st</sup> and are due on April 1<sup>st</sup>.

## REPORTS

**Agenda Item 17** – Committee Report – BACWA Committee Reports were included in the Handout on Pages 95-115.

AIR Committee: No Report.

BAPPG: A report from the February 3, 2016 Meeting was included in the Handout. The Chair announced that the Vice-Chair is leaving. Water Board Staff have developed action plans for the moderate-concern CECs: PBDEs, PFOS, nonylphenols, and fipronil. The Regional Water Board would still like POTWs to provide lists of management action for other CECs based on possible future risk.

Biosolids Committee: A report from the January 21, 2016 meeting was included in the Handout.

Collections Committee: A report from the January 14<sup>th</sup>, 2016 meeting was included in the Handout along with the Private sewer lateral ordinance for inspection/repair survey.

Asset Management InfoShare Group: A report from the February 4, 2016 meeting was included in the Handout.

Operations and Maintenance InfoShare Group: No Report was included in the Handout.

Lab Committee: A report from the February 10, 2016 meeting was included in the Handout.

Permits Committee: Two reports from the January 13, 2016 meeting was included in the Handout along with the NPDES compliance letter for receiving water quality monitoring and the RMP letter for 2015.

Pretreatment Committee: A report from the January 14, 2016 meeting was included in the Handout.

Recycled Water Committee: A report from the January 6, 2016 meeting was included in the Handout. The Comment Letter on SB 163 (Hertzberg) has gone out. BACWA will be updating its 2011 Bay Area Recycled Water Survey as part of the work associated with the Nutrient Watershed Permit. The approach includes using the information DWR is collecting as part of the Urban Water Management Plans updates and adding recycled water current use and projections data being collected by HDR in their nutrient optimization and upgrade studies.

Agenda **Item 18** - Discussion: Member Highlights - Executive Board Representatives (Board) were given an opportunity to provide updates from each of the Principal agencies. Non-principal members were also given an opportunity to report out on behalf of their agencies. No actions were taken on the report-outs.

**EBDA**: Horizontal levy project at Oro Loma to be used in lieu of a high flow storage basin. Seventy thousand wetlands plants were planted by volunteers from Save the Bay.

**EBMUD**: No report.

**Central Contra Costa**: No report.

**San Francisco**: They have noticed a recent trend of individuals contacting the Water Board directly to report repair concerns. This is not a sustainable approach to using staff resources to address infrastructure maintenance.

**San Jose**: No report.

**Palo Alto**: No report.

**DSRSD**: They have sent alternative language to WaterReuse on the proposed surface water augmentation rules.

**Petaluma**: They recently received their TO for permit reissuance. Initially the Water Board was planning to categorize them as an advanced secondary plant, with reduced BOD and TSS limits, but this was removed from the current version of the TO.

Agenda **Item 19** - The **Executive Director's Report**, along with the Board Calendar, BACWA Action Items, were included in the Handout on Pages 116-124. BACWA has received a request from CWEA to present on Nutrients at their Conference on April 28, 2016 in Santa Clara. The Executive Director is not available. Two Board members volunteered to give the presentation.

It was noted that all action items from FY15 have been completed and 38 of the 39 action items from FY16 have been completed.

Agenda **Item 20** - The **Regulatory Program Manager (RPM) Report** was included in the Handout on Pages 125-126.

**Other BACWA Representative Reports** were given an opportunity to provide updates under **agenda Item 21, Other BACWA Representative Reports**. No actions were taken based on the reports.

- a. RMP-TRC: Rod Miller; Laura Pagano – No report.
- b. **RMP Steering Committee: Karin North; Jim Ervin** – Information about the State CEC Pilot monitoring plan was included in Agenda item 7.
- c. **Summit Partners: Dave Williams** – A meeting is scheduled.
- d. ASC/SFEI: Laura Pagano; Dave Williams – No report.
- e. Nutrient Governance Steering Committee: Ben Horenstein; Jim Ervin – No report.
- f. **SWRCB Nutrient SAG: Dave Williams** – An email regarding a February 26, 2016 Focus Group Meeting – Biostimulatory Substances, along with SWRCB proposed amendments was included in the Handout on Pages 127-131. The State Water Resources Control Board (State Water Board) is proposing statewide amendments to the Inland Surface Waters, Enclosed Bays, and Estuaries Plan for biostimulatory substances objectives for wadeable streams of California (proposed amendments) and has requested BACWA's participation. The Executive Director or the Regulatory Program Manager will attend.
- g. SWRCB Focus Group – Bacterial Objectives: Lorien Fono; Amy Chastain – No report.
- h. SWRCB Focus Group – Mercury Amendments to the State Plan: Tim Potter – No report.
- i. Nutrient Technical Workgroup: Eric Dunlavey – No report.
- j. NACWA Taskforce on Dental Amalgam: Tim Potter – No report.
- k. BAIRWMP: Cheryl Munoz, Linda Hu, Dave Williams – No report.
- l. NACWA Emerging Contaminants: Karin North, Melody LaBella – No report.
- m. CASA Statewide Pesticide Steering Committee: Melody LaBella – The next CASA Regulatory Workgroup meeting is in March. CASA leadership will meet with EPA after the meeting, and EPA intends to attend the morning meetings on a semi-regular basis in the future.
- n. CASA State Legislative Committee: Lori Schectel – The next meeting is March 11<sup>th</sup> in Sacramento. CCCSD will attend as BACWA's representative.
- o. RMP Microplastics Liaison: Nirmela Arsem – No report.
- p. CASA Regulatory Workgroup – No report.
- q. ReNUWIt: Mike Connor; Ben Horenstein – Stanford is finishing development of its Mobile Unit Pilot for secondary anaerobic treatment.

**SUGGESTIONS FOR FUTURE AGENDA ITEMS:** None.

**ANNOUNCEMENTS:**

The next regular meeting of the Board is scheduled for **March 18, 2016 from 9:00 am – 12:30 pm** at the **EBMUD Treatment Plant, Lab Library, 2020 Wake Ave., Oakland, CA.**

The meeting adjourned at 12:49 pm.