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REPORTS		12:20 PM	
20	Committee Reports		102-110
21	Member Highlights		
22	Executive Director Report		111-119
23	Regulatory Program Manager Report		120
24	Other BACWA Representative Reports		
	a. RMP TRC	Rod Miller	
	b. RMP Steering Committee	Karin North; Leah Walker; Jim Ervin	
	c. Summit Partners	Dave Williams; Laura Pagano	121-124
	d. ASC/SFEI	Laura Pagano; Jim Ervin; Dave Williams	125-133
	e. Nutrient Governance Steering Committee	Jim Ervin; Mike Connor	
	f. SWRCB Nutrient SAG	Dave Williams	
	g. SWRCB Focus Group – Bacterial Objectives	Lorien Fono; Amy Chastain	
	h. SWRCB Focus Group – Mercury Amendments to the	Tim Potter; Laura Pagano; David Williams	
	i. Nutrient Technical Workgroup	Eric Dunlavey	
	j. NACWA Taskforce on Dental Amalgam	Tim Potter	
	k. BAIRWMP	Cheryl Munoz; Linda Hu; Dave Williams	
	l. NACWA Emerging Contaminants	Karin North; Melody LaBella	
	m. CASA Statewide Pesticide Steering Committee	Melody LaBella	
	n. CASA State Legislative Committee	Lori Schectel	
	o. CASA Regulatory Workgroup	Lorien Fono	
	p. ReNUWit	Mike Connor; Karin North	
	q. RMP Microplastics Liaison	Nirmela Arsem	
	r. AWT Certification Committee	Maura Bonnarens,	
	s. Bay Area Regional Reliability Project	Roger Bailey; Mike Connor	
	t. WaterReuse Working Group	Cheryl Munoz;	
25 SUGGESTIONS FOR FUTURE AGENDA ITEMS		12:27 PM	
NEXT MEETING The next regular meeting of the Board is scheduled for July 21, 2017 from 9:00 am – 12:30 pm at the EBMUD Treatment Plant, Lab Library, 2020 Wake Ave., Oakland, CA		12:28 PM	
ADJOURNMENT		12:30 PM	

ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Laura Pagano (San Francisco Public Utilities Commission); Jim Ervin (San Jose); Michael Connor (East Bay Dischargers Authority); Eileen White (East Bay Municipal Utility District); Roger Bailey (Central Contra Costa Sanitary District).

Other Attendees:

<u>Name</u>	<u>Agency/Company</u>
Amanda Roa	Delta Diablo
Tom Hall	EOA
Greg Baatrup	FSSD
Lissa MacVean	SFEI
David Senn	SFEI
Alina Constantidescu	Larry Walker & Associates
Levi Fuller	DSRSD
Chad Davisson	Ironhouse Sanitary District
Jim Smith	EBMUD
Mike Falk	HDR
Samuel Bruce	AECOM
Yuyun Shang	EBMUD
Amit Mutsuddy	San Jose
Ryan Merlo	HDR
Eric Dunleavy	San Jose
David Williams	BACWA
Lorien Fono	BACWA
Sherry Hull	BACWA

PUBLIC COMMENT

None.

CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER

None.

CONSENT CALENDAR

1. April 21, 2017, BACWA Executive Board Meeting Minutes – The approved minutes will be posted on the BACWA website.
2. March, 2017 Treasurer's Reports and Financial Summary – A Financial Summary Report was included in the Packet. A copy of the FY17 Budget as of March 31, 2017, (75% of the fiscal year) was included. It, along with the Summary, provides the Board with a concise overview of the

Fund Balances and the current status of the Annual Budget and points out any variances in the budget to date. The Executive Director noted that the Funds Report now includes a report on the Alternative Investments and, because those investments are less liquid than previous investments, this new report is included to provide a check on BACWA liquidity.

Consent Calendar items 1 and 2 were approved in a motion made by Michael Connor and seconded by Jim Ervin. The motion carried unanimously.

AUTHORIZATIONS & APPROVALS

3. Approval: BACWA Chair & Vice-Chair Nomination and Election – A Board Authorization Request was included in the Packet. Section 7 of the Joint Powers Agreement establishing BACWA states that the agency shall designate a Chair and Vice Chair, chosen by the Executive Board, from the members of the Executive Board. These positions each have a one year term that coincides with BACWA’s fiscal year. Historically, most BACWA Chairs and Vice Chairs are asked to serve for two consecutive terms. In FY17, Laura Pagano served as Chair and Jim Ervin served as Vice-Chair. The second year of their term ends on June 30, 2017. The Executive Director asked for nominations.

In a motion made by Laura Pagano and seconded by Michael Connor, Jim Ervin was nominated to serve as Chair for the term beginning July 1, 2017. The motion carried unanimously.

In a motion made by Michael Connor and seconded by Laura Pagano, Lori Schectel was nominated to serve as Vice-Chair for the term beginning July 1, 2017. The motion carried unanimously.

4. Approval: FY18 BACWA Succession Plan – A Board Action Request and the FY18 BACWA Succession Plan were included in the Packet. The Executive Director gave an overview of the proposed changes to the BACWA Leadership for FY18.

Item 4 was approved in a motion made by Michael Connor and seconded by Eileen White. The motion carried unanimously.

5. Approval: Increase to SHughes Pesticide Agreement. A BAR and Amendment to the FY17 Agreement. The Executive Director gave an overview of the request.

Item 5 was approved in a motion made by Michael Connor and seconded by Eileen White. The motion carried unanimously.

6. Approval: FY18 Agreements – Amendments – A Board Action Request and Amendments were included in the Packet. The Executive Director noted that the amendments extend the

expiration date of the Executive Director, the Assistant Executive Director Agreement, and the Regulatory Program Manager agreements to June 30, 2018 and amend the amounts as approved in the FY18 BACWA Budget approved April 21, 2017.

- a. DRW Engineering - Executive Director Amendment
- b. Sherry Hull - Assistant Executive Director Amendment
- c. Lorien Fono – Regulatory Program Manager

Item 6 was approved in a motion made by Michael Connor and seconded by Jim Ervin. The motion carried unanimously.

7. Authorizations: Notice to the Board of Executive Director Authorizations – Executive Director Authorizations made since the last Board meeting were included in the Packet. The Executive Director noted that the amendments extend the expiration date of three Agreements to June 30, 2018 and amend the amounts as in the FY18 BACWA Budget approved April 21, 2017.

- a. FY 18 Downey Brand Amendment – Regulatory Legal Support
- b. FY18 Day Carter Murphy Amendment – Executive Board Legal Support
- c. FY18 Cayuga Information Systems – IT Support

OTHER BUSINESS-POLICY/STRATEGIC

Agenda **Item 8** – Discussion: Nutrients

- a. Regulatory
 - i. Optimization/Upgrade Workshop Draft Agenda – A Draft Agenda for the second BACWA Optimization/Upgrade Workshop was included in the Packet. The Executive Director gave an overview of the agenda. Several additions to the agenda were suggested. With those additions, it was also suggested that the time be adjusted to begin at 10 am and end at 3 pm.
 - ii. 2nd Watershed Permit Update – An email to the participants in the 1st Watershed Permit, along with an overview of the process and a projected cost analysis, was included in the Packet. The Executive Director gave an overview of his outreach to POTW's regarding their support for the 2nd Watershed Permit. The Executive Director has received responses from eighteen of the thirty-seven to date and all have been affirmative in their support of the 2nd Watershed Permit. He will continue the outreach, and schedule a Nutrient Strategy Team meeting in the next few weeks. The Board expressed concern about the possibility that the science program could become never-ending, bleeding into other issues. It was suggested that BACWA ask the Regional Water Board to articulate the direction of the Science Plan, and ask SFEI to provide details on where the funds provided for the Science Plan will go. The Board suggested that other questions pertaining to the 2nd permit, be discussed at a meeting of the Nutrient Strategy Team. There was a discussion about whether

BACWA Principal contributions to the Nutrient Surcharge should be based on nitrogen loads, rather than split equally.

b. Technical Work -

- i. Debrief on the Nutrient Technical Workgroup Meeting – The Agenda from the NMS Nutrient Technical Workgroup Meeting, along with a Summary of Feedback from the Meeting, was included in the Packet. Additionally, a [LINK](#) to the Program Plan Draft was included.
- ii. SFEI Presentation on Dissolved Oxygen – Lissa MacVean of SFEI gave a presentation [LINK](#) on Dissolved Oxygen. There was a discussion about the importance of salt pond management.
- iii. Dissolved Oxygen Workshop Debrief – An overview of the plan to build a scientific basis for assessing DO-related habitat quality, along with a Draft overview on Objectives for a DO Workshop, was included in the Packet.

c. Governance Structure -

- i. Planning Subcommittee Meeting # 26 Debrief –The Agenda and Minutes of the meeting were included in the Packet. The Executive Director gave an overview of the meeting.
- ii. Steering Committee Meeting #13 Draft Agenda – A Draft Agenda for the 13th Steering Committee Meeting was included in the Packet.

Agenda Item 9 – Discussion: Water Board Joint Meeting Debrief – The Agenda and Meeting Summary were included in the Packet. The Executive Director gave an overview of the agenda. The Regulatory Program Manager outlined the action items including providing toxicity redline top issues to the Water Board staff; memorializing progress on Rule 11-18 issues; 303 (d) list update; status of the feasibility of a Basin Plan update to address chlorine residual permitting; Tribal and subsistence fishing beneficial Uses; near shore discharges; and cannabis growers.

Agenda Item 10 – Discussion: BAAQMD Regulatory Update – The Agenda from a joint meeting between BACWA and BAAQMD on the impact of proposed Rule 11-18, along with the BAAQMD 2017 Clean Air Plan, was included in the Packet. Phase 1 POTW's will be moved to Phase 2, there will be updates to influent concentrations and to emission factors that are used to calculate risk factors. The BAAQMD will provide a letter outlining these changes. Another meeting with BAAQMD staff is planned for June 1. It will be primarily technical in nature. The Annual AIR Committee Meeting with BAAQMD is tentatively scheduled for June 21, 2017.

Agenda Item 11 – Discussion: Toxicity -

- i. BACWA's Next Steps on the State Toxicity Provision – A [LINK](#) to the Final CASA Redline document was included in the Packet.
- ii. BACWA's Toxicity Workshop Planning – A Draft Agenda for a BACWA Toxicity Workshop was included in the Packet. BACWA is planning to schedule the workshop sometime in the late summer or fall.

Agenda **Item 12** – Discussion: Comment Letter on the SRF Intended Use Plan – A proposed Comment Letter to the SWRCB on the SRF Intended Use Plan was included in the Packet. It was suggested that the Regulatory Program Manager determine how many BACWA agencies have “ready-to-go” recycled water projects.

Agenda **Item 13** – Discussion: Basin Plan Amendment for Chlorine Residual Update – An email from the BACWA Executive Director to Regional Water Board staff regarding the possibility of a Basin Plan Amendment for Chlorine Residual limit was included in the Packet. The Executive Director gave an overview of the issues, as well as the timeline for getting a Basin Plan Amendment adopted and incorporated into permits. The next joint meeting with the Water Board staff will be at the end of August, and BACWA will present a draft scope of work for the Basin Plan amendment then if not sooner.

OTHER BUSINESS-OPERATIONAL

Agenda **Item 14** – Discussion: Update on the Wastewater Operator Training Program – A Proposal from Solano Community College for the provision of services, along with an analysis of the specifics of the Proposal, was included in the Packet. The Executive Director introduced the members of the Executive Committee of the Bay Area Consortium for Water and Wastewater Education (BACWWE) and noted that BACWA acts solely as an agent for BACWWE, invoicing participants and paying invoices, and the funds are a pass-through. He also gave an overview of the program and the current status of relationships with the community colleges involved.

Agenda **Item 15** – Discussion: Executive Board Meeting Format – The Executive Director asked the Board, based on the length of previous Executive Board Meetings, if they are interested in extending the time for the meetings and including lunch. The Board agreed that if the agenda demands a longer meeting, the format could be extended through the lunch hour with lunch provided.

REPORTS

Agenda **Item 16** – Committee Reports – BACWA Committee Reports were included in the Packet.

AIR Committee: No meeting.

BAPPG: A comment letter from BACWA to the EPA on the Evaluation of Existing Regulations was included in the Packet. Two screen shots reflecting the old and new Baywise website were included in the Packet.

Biosolids Committee: No meeting.

Collections Committee: No meeting.

InfoShare - Asset Management: No meeting.

InfoShare – Operations & Maintenance: No meeting.

Lab Committee: A Presentation on Environmental Proficiency Testing that was provided to the Committee at a training was included in the Packet. The TNI issue is very impactful. The issue will be added to the Manager's Roundtable agenda for the meeting on June 22nd and the agenda for the Joint Meeting with the Water Board at the end of August.

Permits Committee: A Report from the May 9, 2017 was included in the Packet. Additionally, two letters from FWQC to the EPA were included in the Packet.

Pretreatment Committee: No meeting.

Recycled Water Committee: A Report from the May 3, 2017 was included in the Packet.

Agenda Item 17 - 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: Oro Loma won the Bay Hero Award.

EBMUD: Recently met with Baykeeper which supports continues science investment. A rate increase will go into effect for FY18 and FY19. They have done 60 complete shutdowns this year to accommodate construction.

Central Contra Costa: The Board adopted rate adjustments. An RFP is out for solids gasification project, and an RFI is out on their P3 project.

San Francisco: Continues to get more clarity from the EPA on their interest in SFPUC's system.

San Jose: An article appeared on KCET: "Little Fish in Big Trouble" related to fresh water flush. There is construction now and it will be increasing in the future which will result in up to 100 shutdowns for the year.

Delta Diablo: Vince De Lange will start as the General Manager on May 30, 2017.

Fairfield Suisun: Had a demonstration of the application of LysteGro.

Agenda Item 18 - The Executive Director's (ED) Report for April 2017, along with the Board Calendar, and BACWA Action Items, were included in the Packet. It was noted that 96 of the 97 action items from FY16 and 53 of the 63 action items from FY17 have been completed.

Agenda Item 19 - The Regulatory Program Manager (RPM) Report for April 2017 was included in the Packet.

Agenda Item 20 - Other BACWA Representative Reports – BACWA Representative were given an opportunity to provide updates. No actions were taken based on the reports.

a. RMP-TRC: Rod Miller; Laura Pagano – No report.

b. RMP Steering Committee: Karin North; Leah Walker; Jim Ervin – No report.

- c. **Summit Partners:** Dave Williams; Laura Pagano – An email noting the next meeting was included in the Packet. A meeting is scheduled for May 30, 2017.
- d. ASC/SFEI: Laura Pagano; Dave Williams; Karin North – No report.
- e. Nutrient Governance Steering Committee: Jim Ervin; Mike Connor – No report.
- f. **SWRCB Nutrient SAG:** Dave Williams – An SAP Meeting document and agenda, along with a [LINK](#) to the SWRCB website on the issue, were included in the Packet.
- g. SWRCB Focus Group – Bacterial Objectives: Lorien Fono; Amy Chastain – No report.
- h. SWRCB Focus Group – Mercury Amendments to the State Plan: Tim Potter; Dave Williams; Laura Pagano – 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 La Bella – A CEC Workshop document and agenda were included in the Packet.
- m. CASA Statewide Pesticide Steering Committee: Melody La Bella – No report.
- n. CASA State Legislative Committee: Lori Schectel – No report.
- o. CASA Regulatory Workgroup – Lorien Fono - No report.
- p. RMP Microplastics Liaison: Nirmela Arsem – No report.
- q. ReNUWIt: Mike Connor; Karin North – No report.
- r. AWT Certification Committee: Maura Bonnarens – No report.
- s. Bay Area Regional Reliability Project: Roger Bailey; Mike Connor – No report.
- t. WateReuse Working Group: Cheryl Munoz – No report.

Agenda **Item 21 - SUGGESTIONS FOR FUTURE AGENDA ITEMS.**

It was suggested that BACWA invite Andy Gunther to speak on Climate Change.
San Jose suggested that the next meeting be held at their facility.

Agenda **Item 22 - ANNOUNCEMENTS:**

The next regular meeting of the Board is scheduled for **June 16, 2017 from 9:00 am – 12:30 pm** at the **SFPUC, Hetch Hetchy Room, 13th Floor, 525 Golden Gate Ave., San Francisco, CA**

To receive a copy of any materials provided to the Board at a BACWA Executive Board meeting contact Sherry Hull at shull@bacwa.org.

The meeting adjourned at 12:40 pm.



MONTHLY FINANCIAL SUMMARY REPORT April 2017

Fund Balances

In FY 16 BACWA had seven funds of which three were operating funds (BACWA, Legal, and CBC) and four were pass-through funds for which BACWA provided only contract administration services. Beginning in FY17, with the AIR Committee becoming a regular BACWA committee supported by BACWA dues, the balance from the Pass-through AIR Fund has been consolidated into the BACWA Fund. The remaining three pass-through funds are not of particular concern as these funds simply track expenses and revenues to ensure that receipts are adequate to pay all expected expenses.

BACWA Fund: This fund provides the resources for BACWA staff, its committees, and other administrative needs. The ending fund balance on April 30, 2017 was \$1,273,605 which is significantly higher than the target reserve of \$160,000 which is intended to cover 3 months of normal operating expenses. \$188,345 of the ending fund balance is obligated to meet on-going operating line item expenses for BAPPG Committee Support, Legal services, IT services, Board meeting expenses, accounting services and BACWA staff support. This leaves an unobligated excess fund balance of \$1,085,261. As the details of what regulatory requirements will be included in the next Nutrient Watershed Permit, these excess funds may be used to offset potential dues increases to the BACWA members.

CBC Fund: This fund provides the resources for completing special investigations as well as meeting regulatory requirements. The ending fund balance on April 30, 2017 was \$1,647,937 which is significantly higher than the target reserve of \$400,000. However, \$318,849 of the ending balance is obligated to meet line item expenses for completion of the Optimization/Upgrade Studies contract, the Risk Reduction contracts, and for technical support. Total Disbursements for FY17 from the CBC Fund include the annual payment of \$880,000 to SFEI for the Nutrient Watershed Permit commitment. As the details of what regulatory requirements will be included in the next Nutrient Watershed Permit, any excess CBC funds may be used to offset potential dues increases to the BACWA members.

PLEASE NOTE: An error in coding for one contract has been discovered that will change the balances for both the BACWA Fund and CBC Fund on the May Treasurer's Reports. This error also results in the BAPPG Committee actuals appearing over budget, when in fact, they are still below budget and will not go over in FY17.

Legal Fund: This fund provides for needed legal services. The ending balance was \$300,000 which is at the target reserve of \$300,000.

Budget To Actual

The BACWA Annual Budget includes all expected revenues as well as budgeted expenses. Transfers are made from the BACWA Fund and/or the CBC Fund to balance the Annual Budget if expenses exceed revenues and vice versa. It is therefore important to achieve the anticipated revenues and not exceed the budgeted expenses on an annual basis in order to maintain the BACWA and CBC Fund balances at the levels projected in the 5 Year Plan.



MONTHLY FINANCIAL SUMMARY REPORT April 2017

Revenues as of April 30, 2017 (83% of the FY) are at 113% primarily due to the payment of FY17 invoices by the Principal members and higher than budgeted interest earnings. Another major factor is the receipt of \$187,500 in voluntary contributions by some members to fund additional scientific investigations.

This revenue however will be offset with an FY 17 expense as the collected funds from the members need to be passed on to SFEI for conducting the scientific investigations.

Overall Expenses as of April 30, 2017 (83% of the FY) are at 99% and are tracking in accordance with the Annual Budget due to payment of Watershed Permit commitment early in the fiscal year. Individual expense categories with a plus or minus 10% variance at this point in the fiscal year are as follows:

Administration: This category is under-expended at 67% due primarily to the timing of invoices.

Communications: This category is under-expended (i.e. 42%) due primarily to no expenditures on website changes and low expenditures on IT Support.

Legal Support: Budget of \$4,500 and expenditures to date of \$498 resulting in a favorable variance of \$4,002 due to a low need for legal administrative advice.

Committees: This category is under-expended (i.e. 69%) due primarily to timing of invoices.

PLEASE NOTE: An error in coding for one contract has been discovered that will change the balances for both the BACWA Fund and CBC Fund on the May Treasurer's Reports. This error also results in the BAPPG Committee actuals appearing over budget, when in fact, they are still below budget and will not go over in FY17.

Collaboratives: This category is under-expended (i.e. 43%) due to timing of invoices.

Tech Support: This category is 116% expended at 83% of the FY partly due to timing of the Watershed Permit Commitment invoice and to the payment of Optimization/Upgrade obligations. In addition, an expense was incurred for the voluntary contributions for FY 17 by some members for funding additional science however as mentioned above this is a pass-thru expense that will be negated by revenues over the two year period of contributions. The Opt/Upgrade expenditures were significantly below budget in FY16 and will, therefore, be significantly above budget in FY17.

PLEASE NOTE: An error in coding for one contract has been discovered that will change the balances for both the BACWA Fund and CBC Fund on the May Treasurer's Reports. This error also results in the Chemicals of Concern actuals appearing under budget, when in fact, they are at budget.



BACWA
FY 2017 Budget
Approved 4/15/16

83% of Fiscal Year

<u>BACWA FY17 BUDGET</u>	<u>Line Item Description</u>	<u>FY 2017 Budget</u>	<u>Actuals Apr 2017</u>	<u>Actual % of Budget Apr 2017</u>	<u>Variance</u>	<u>NOTES</u>
<u>REVENUES & FUNDING</u>						
Dues	Principals' Contributions	\$477,544	\$477,545	100%	\$1	FY17: 2% increase.
	Associate & Affiliate Contributions	\$175,072	\$177,600	101%	\$2,528	FY17: approx. 2% increase.
Fees	Clean Bay Collaborative	\$675,000	\$674,250	100%	-\$750	Unchanged from FY16
	Nutrient Surcharge	\$800,000	\$800,133	100%	\$133	Increased from \$600,000 in FY16
	Voluntary Nutrient Contributions	\$0	\$187,500		\$187,500	FY17: Palo Alto (\$30k); Sunnyvale (\$60k) CCCSD (\$195k) FY18: Palo Alto (\$30k)
	Other	\$0	\$67,650		\$67,650	Passthrough for Pharm Study; est. carryforward to FY17: \$TBD (curr bal \$28,409)
Other Receipts	AIR Non-Member	\$6,350	\$6,350	100%	\$0	Approx. 2% increase.
	BAPPG Non-Members	\$3,700	\$3,699	100%	-\$1	Approx. 2% increase.
	Other	\$0	\$13,698		\$13,698	Transfer of AIR Fund to BACWA Fund (not included in total Revenues)
Fund Transfer	Special Program Admin Fees	\$2,500	\$0	0%	-\$2,500	Budgeted for WOT only. Continue to have Props into FY17.
Interest Income	Funds	\$4,000	\$15,751	394%	\$11,751	FY17: Actuals includes BACWA, Legal, & Nutrients Funds from LAIF
	Investments	\$0	\$2,138		\$2,138	Alternative Investments Interest
	Total Revenue	\$2,144,166	\$2,426,314	113%	\$282,148	
<u>BACWA FY16 BUDGET</u>						
	<u>Line Item Description</u>	<u>FY 2017 Budget</u>	<u>Actuals Apr 2017</u>	<u>Actual % of Budget Apr 2017</u>	<u>Variance</u>	<u>NOTES</u>
<u>EXPENSES</u>						
<u>Labor</u>						
	Executive Director	\$189,370	\$142,027	75%	-\$47,343	3.2% CPI (SF/Oakland/San Jose Metro Area Dec 2015)
	Assistant Executive Director	\$85,000	\$69,449	82%	-\$15,551	8.08% increase - requested 8.2%
	Regulatory Program Manager	\$112,500	\$78,660	70%	-\$33,840	New contract for FY17 with L Fono
	Total	\$386,870	\$290,136	75%	-\$96,734	
<u>Administration</u>						
	EBMUD Financial Services	\$40,000	\$35,903	90%	-\$4,097	\$3,070 is Audit Fee from FY16 when it was on same line item as Accounting.
	Auditing Services (Maze)	\$6,200	-\$3,666	-59%	-\$9,866	FY17: a separate line item from EBMUD Financial Services. (-\$3,666=accrual from FY16)
	Administrative Expenses	\$7,500	\$2,645	35%	-\$4,855	Travel, Supplies, Parking, Mileage, Tolls, Misc.
	Insurance	\$4,500	\$4,266	95%	-\$234	
	Total	\$58,200	\$39,148	67%	-\$19,052	
<u>Meetings</u>						
	EB Meetings	\$2,500	\$1,339	54%	-\$1,161	Catering, Venue, other expenses
	Annual Meeting	\$7,000	\$7,127	102%	\$127	Catering, Venue, other expenses
	Pardee	\$6,000	\$4,421	74%	-\$1,579	Catering, Venue, other expenses
	Misc. Meetings	\$1,100	\$2,473	225%	\$1,373	Holiday Lunch, Committee Chair Lunch, Staff Mtgs, Summit Partners, CASA, Opt/Upgrade WS
	Total	\$16,600	\$15,360	93%	-\$1,240	
<u>Communication</u>						
	Website Hosting (Computer Courage)	\$600	\$600	100%	\$0	
	File Storage (Box.net)	\$750	\$720	96%	-\$30	
	Website Development/Maintenance	\$1,200	\$0	0%	-\$1,200	Domains, website changes, Logo EPS file
	IT Support (As Needed)	\$2,600	\$388	15%	-\$2,212	
	Other Communication (MS, SM & Code42)	\$800	\$790	99%	-\$10	MS Exchange, Survey Monkey, CrashPlanPro

EXPENSES						
	Total	\$5,950	\$2,493	42%	-\$3,457	
Legal						
	Regulatory Support	\$2,500	\$498	20%	-\$2,002	
	Executive Board Support	\$2,000	\$0	0%	-\$2,000	
	Total	\$4,500	\$498	11%	-\$4,002	
Committees						
	AIR	\$50,000	\$32,366	65%	-\$17,634	Full BACWA Committee beginning in FY17
	BAPPG	\$86,000	\$91,622	107%	\$5,622	Includes CPSC @ \$10,000,
	Biosolids Committee	\$3,100	\$1,952	63%	-\$1,148	
	Collections System	\$1,000	\$300	30%	-\$700	
	InfoShare Groups	\$1,200	\$723	60%	-\$477	funds for 2 workgroups (Asset Mgmt & O&M)
	Laboratory Committee	\$6,000	\$2,641	44%	-\$3,359	
	Permit Committee	\$1,000	\$0	0%	-\$1,000	
	Pretreatment	\$7,000	\$84	1%	-\$6,916	Request includes specific training sessions
	Recycled Water Committee	\$1,000	\$0	0%	-\$1,000	
	Misc Committee Support	\$35,000	\$3,003	9%	-\$31,997	
	Total	\$191,300	\$132,691	69%	-\$58,609	
Collaboratives						
	Collaboratives					
	State of the Estuary (biennial)	\$20,000	\$0	0%	-\$20,000	Biennial in Odd Years (Conf in Sept, 2017 - FY18)
	Arleen Navarret Award	\$0	\$0		\$0	Biennial in Even Years
	FWQC (Fred Andes)	\$7,500	\$7,500	100%	\$0	Dues raised to \$7,500 in FY16
	Stanford ERC (ReNUWit)	\$10,000	\$10,000	100%	\$0	
	CWCCG	\$0	\$0		\$0	State-wide function, being absorbed by CASA in FY17
	Misc	\$3,000	\$0	0%	-\$3,000	new budget line item in recognition of unanticipated expenses
	Total	\$40,500	\$17,500	43%	-\$23,000	
Tech Support						
	Technical Support					
	Nutrients					
	Watershed	\$880,000	\$880,000	100%	\$0	
	Additional work under permit	\$50,000	\$17,367	35%	-\$32,633	FY17: Pilot. LimnoTech
	Opt/Upgrade/Annual Reporting Studies	\$18,128	\$176,634	974%	\$158,506	FY17: remainder of lump sum budget
	Nutrient Program Coordination	\$50,000	\$0	0%	-\$50,000	Prog Coord Pilot Study scheduled for FY17, started in April 2016
	Voluntary Nutrient Contributions	\$0	\$187,500		\$187,500	FY17: Palo Alto (\$30k); Sunnyvale (\$30k) CCCSD (\$97,500k)
	General Tech Support	\$50,000	\$0	0%	-\$50,000	SFEI agrmt bal: \$28,409.12 expires 6/30/17. FY17: Assesmt Framework
	Chemicals of Concern	\$15,000	\$2,500	17%	-\$12,500	Pesticide Mgmt support (Kelly Moran-TDC)
	Risk Reduction	\$32,500	\$11,451	35%	-\$21,049	Remainder of Contracts executed for \$50k in FY16 to be paid over two years
	Total	\$1,095,628	\$1,275,452	116%	\$179,824	
	TOTAL EXPENSES	\$1,799,548	\$1,773,278	99%	-\$26,270	
	NET INCOME BEFORE TRANSFERS	\$344,618	\$653,036			
	TRANSFERS FROM RESERVES	\$0				
	NET INCOME AFTER TRANSFERS	\$344,618				

CHECK ON BACWA LIQUIDITY THRESHHOLD

	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>Total FY 17</u>	<u>Total FY 18</u>
BEGINNING UNOBLIGATED FUND BALANCE	\$3,191,767	\$3,115,138	\$3,038,509	\$2,961,880	\$2,843,492	\$2,220,846	\$2,678,200	\$3,135,554	\$3,592,908	\$3,474,520	\$3,356,131	\$3,237,743	\$3,119,355		
Average Monthly Revenues	\$0	\$0	\$0	\$0	\$575,742	\$575,742	\$575,742	\$575,742	\$0	\$0	\$0	\$0	\$0	\$2,144,165	\$2,302,969
Average Monthly Expenditures (Less Large one time Expenses)	(\$76,629)	(\$76,629)	(\$76,629)	(\$118,388)	(\$118,388)	(\$118,388)	(\$118,388)	(\$118,388)	(\$118,388)	(\$118,388)	(\$118,388)	(\$118,388)	(\$118,388)	\$919,548	\$1,420,659
Less Large Expenditures	\$0	\$0	\$0	\$0	(\$1,080,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
NET AVAILABLE FOR INVESTMENT	\$3,115,138	\$3,038,509	\$2,961,880	\$2,843,492	\$2,220,846	\$2,678,200	\$3,135,554	\$3,592,908	\$3,474,520	\$3,356,131	\$3,237,743	\$3,119,355	\$3,000,967		
NEW INVESTMENTS															
Higher Yield (non-liquid)	(\$905,000)	(\$605,000)	(\$605,000)	(\$605,000)	(\$605,000)	(\$605,000)	(\$605,000)	(\$605,000)	(\$605,000)	(\$605,000)	(\$605,000)	(\$605,000)	(\$605,000)		
MATURITIES															
Higher Yield (non-liquid)	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
AVAILABLE LIQUID FUNDS	\$2,510,138	\$2,433,509	\$2,356,880	\$2,238,492	\$1,615,846	\$2,073,200	\$2,530,554	\$2,987,908	\$2,869,520	\$2,751,131	\$2,632,743	\$2,514,355	\$2,395,967		
TARGET AVAILABLE LIQUID FUNDS	\$1,500,000 ok	\$1,500,000 ok	\$1,500,000 ok	\$1,500,000 ok	\$1,500,000 ok	\$1,500,000 ok	\$1,500,000 ok	\$1,500,000 ok	\$1,500,000 ok	\$1,500,000 ok	\$1,500,000 ok	\$1,500,000 ok	\$1,500,000 ok		



Bay Area Clean Water Agencies

A Joint Powers Public Agency

Leading the Way to Protect our Bay

May 30, 2017

MEMO TO: Bay Area Clean Water Agencies Executive Board
MEMO FROM: D. Scott Klein, Controller, East Bay Municipal Utility District
SUBJECT: Tenth 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, 2016 through April 30, 2017** (tenth months of Fiscal Year 2016-2017). This report covers expenditures, cash receipts, and cash transfers for the following BACWA funds:

- Bay Area Clean Water Agencies (BACWA),
- BACWA Legal Reserve Fund (Legal Rsrv),
- Water Quality Attainment Strategy (WQA CBC),
- Air Issues and Regulation Group (AIR),
- Water/Wastewater Operator Training (WOT),
- Prop84 Bay Area Integrated Regional Water Mgmt (PRP84),
- Prop50 Bay Area Integrated Regional Water Mgmt (PRP50)

BACWA Fund Report as of April 30, 2017

BACWA FUND BALANCES - DATA PROVIDED BY ACCOUNTING DEPT.

DEPTID	DESCRIPTION	FISCAL YEAR BEGINNING FUND BALANCE	TOTAL RECEIPTS TO-DATE	TOTAL DISBURSEMENTS TO-DATE	MONTH-ENDING FUND BALANCE	OUTSTANDING ENCUMBRANCES	MONTH-END UNOBLIGATED FUND BALANCE
800	BACWA	1,060,239	755,741	542,375	1,273,605	188,345	1,085,261
804	LEGAL RSRV	300,000	-	-	300,000	-	300,000
805	CBC	1,252,817	1,670,572	1,275,452	1,647,937	318,849	1,329,088
802	AIR	13,698	-	13,698	0	-	0
	SUBTOTAL 1	2,626,754	2,426,313	1,831,525	3,221,542	507,194	2,714,348
810	WOT	33,608	142,714	52,122	124,200	-	124,200
	SUBTOTAL 2	33,608	142,714	52,122	124,200	-	124,200
811	PRP84	118,356	902,287	902,736	117,907	-	117,907
815	PRP50	150,663	558,049	532,617	176,096	-	176,096
	SUBTOTAL 3	269,019	1,460,336	1,435,352	294,003	-	294,003
	GRAND TOTAL	2,929,381	4,029,363	3,318,999	3,639,745	507,194	3,132,552

Top Chart: Reflects CASH on the Books Includes Encumbrances
Bottom Chart: Reflects CASH in the Bank Includes Payables (bills received but not paid)
Allocations: Priority for non-liquid investments

BACWA INVESTMENTS BALANCES - DATA PROVIDED BY TREASURY DEPT.

DEPTID	DESCRIPTION	FISCAL YEAR BEGINNING FUND BALANCE	TOTAL RECEIPTS TO-DATE	TOTAL DISBURSEMENTS TO-DATE	MONTH-ENDING FUND BALANCE	RECONCILIATION TO FINANCIAL STATEMENTS	MONTH-END RECONCILED FUND BALANCE	UNINVESTED CASH BALANCES	LAIF INVESTMENTS AMOUNTS	LAIF INVESTMENTS PERCENTAGE	ALTERNATIVE INVESTMENTS AMOUNTS	ALTERNATIVE INVESTMENTS IDENTIFIERS	ALTERNATIVE INVESTMENT INSTRUCTIONS AND NOTES
800	BACWA	1,060,239	755,741	542,375	1,273,605	98,156	1,371,761	202,098	1,169,663	47%	(0)	n/a	priority # 3 for allocation
804	LEGAL RSRV	300,000	-	-	300,000	-	300,000	-	-	0%	300,000	AR5	priority # 1 for allocation
805	CBC	1,252,817	1,670,572	1,275,452	1,647,937	-	1,647,937	-	1,342,937	53%	305,000	6F5, SM4, G64	priority # 2 for allocation
802	AIR	13,698	-	13,698	0	-	0	-	-	0%	0	n/a	This fund is gone
	SUBTOTAL 1	2,626,754	2,426,313	1,831,525	3,221,542	98,156	3,319,698	202,098	2,512,600	100%	605,000		
810	WOT	33,608	142,714	52,122	124,200	-	124,200	124,200	-	0%	-		pass-through funds, no allocation
	SUBTOTAL 2	33,608	142,714	52,122	124,200	-	124,200	124,200	-	0%	-		
811	PRP84	118,356	902,287	902,736	117,907	-	117,907	117,907	-	0%	-		pass-through funds, no allocation
815	PRP50	150,663	558,049	532,617	176,096	-	176,096	176,096	-	0%	-		pass-through funds, no allocation
	SUBTOTAL 3	269,019	1,460,336	1,435,352	294,003	-	294,003	294,003	-	0%	-		
	GRAND TOTAL	2,929,381	4,029,363	3,318,999	3,639,745	98,156	3,737,901	620,301	2,512,600		605,000		

verification

To be used to cover Reconciliation to Financial Statements (\$0)

Reconciliation to Trial Balance - accrual basis

Per Report above:

General	2,426,313
WOT	142,714
PROP	1,460,336
subtotal	4,029,363

Billings-Pending Receipts

4686	Mem Contrib	(119,250)
4687	Transfer	-
4690	Assoc Contrib	(750)
4696	Other	73,698
4731	State Grant	(8,747)
4732	Grant Retention	(435,188)
subtotal		(490,238)

Trial Balance Revenue Accounts

4411	Interest	(19,132)
4686	Mem Contrib	(1,223,045)
4687	Transfer	-
4690	Assoc Contrib	(176,850)
4696	Other	(1,091,030)
4731	State Grant	(907,300)
4732	Grant Retention	(108,072)
subtotal		(3,525,429)
Rounding		1
Difference		13,698

BACWA Revenue Report as of April 30, 2017

(99,000)

(99,000)

99,000

FUND #	DEPARTMENT	JOB	REVENUE TYPE	AMENDED BUDGET	CURRENT PERIOD			YEAR TO DATE				UNOBLIGATED
					Admin & General	Contributons	Interest, Transfers, Others	Admin & General	Contributons	Interest, Transfers, Others	ACTUAL	
800	BACWA	1011099	Principal's Contributions	477,544	-	-	-	-	477,545	-	477,545	(1)
800	BACWA	1011133	Assoc.& Affiliate Contr	175,072	-	3,190	-	-	177,600	-	177,600	(2,528)
800	BACWA	0408511	Administrative & General	-	-	-	-	-	-	(369)	(369)	369
800	BACWA	1014251	Non-Member Contributions (BAPPG)	3,700	-	-	-	-	3,699	-	3,699	1
800	BACWA	1011109	Fund Transfers	2,500	-	-	-	-	-	-	-	2,500
800	BACWA	1011117	BDO- Interest Income from LAIF	4,000	-	-	2,805	-	-	9,569	9,569	(5,569)
800	BACWA	1011108	BDO Other Receipts	-	-	-	-	-	-	13,698	13,698	(13,698)
800	BACWA	1014252	BDO Non-Member Contr AIR	6,350	-	-	-	-	6,350	-	6,350	-
800	BACWA	1014511	BDO-Alternative Investment Inc	-	-	-	-	1,105	-	(1,105)	-	-
800	BACWA	1014550	BDO-Other Receipts (PHARM)	-	-	-	-	-	67,650	-	67,650	(67,650)
BACWA TOTAL				669,166	-	3,190	2,805	1,105	732,844	21,793	755,741	(86,575)
802	LEGAL	1011117	BDO- Interest Income from LAIF	-	-	-	-	-	-	-	-	-
LEGAL TOTAL				-	-	-	-	-	-	-	-	-
805	WQA-CBC	1011099	BDO Member Contributions	675,000	-	1,500	-	-	734,250	(60,000)	674,250	750
805	WQA-CBC	1011108	BDO Other Receipts	800,000	-	-	-	-	800,133	-	800,133	(133)
805	WQA-CBC	1011117	BDO- Interest Income from LAIF	-	-	-	2,004	-	-	8,191	8,191	(8,191)
805	WQA-CBC	1014511	BDO-Alternative Investment Inc	-	-	-	498	-	-	498	498	(498)
805	WQA-CBC	1014528	BDO-Voluntary Nutrient Contrib	-	-	-	-	-	127,500	60,000	187,500	(187,500)
WQA CBC TOTAL				1,475,000	-	1,500	2,502	-	1,661,883	8,689	1,670,572	(195,572)
TOTAL				2,144,166	-	4,690	5,307	1,105	2,394,727	30,482	2,426,313	(282,147)

	DEPARTMENT	JOB	REVENUE TYPE	AMENDED BUDGET	CURRENT PERIOD			YEAR TO DATE				UNOBLIGATED
					Admin & General	Contributons	Interest, Transfers, Others	Admin & General	Contributons	Interest, Transfers, Others	ACTUAL	
810	WOT	1011099	BDO Member Contributions	-	-	1,500	-	-	130,500	-	130,500	(130,500)
810	WOT	1011108	BDO Other Receipts	-	-	-	-	-	12,000	-	12,000	(12,000)
810	WOT	1011117	BDO- Interest Income from LAIF	-	-	-	-	-	-	214	214	(214)
WOT TOTAL				-	-	1,500	-	-	142,500	214	142,714	(142,714)

	DEPARTMENT	JOB	REVENUE TYPE	AMENDED BUDGET	CURRENT PERIOD			YEAR TO DATE				UNOBLIGATED
					Admin & General	Contributons	Interest, Transfers, Others	Admin & General	Contributons	Interest, Transfers, Others	ACTUAL	
811	PROP 84			-	-	-	-	-	901,808	479	902,287	(902,287)
815	PROP 50			-	-	-	-	-	557,500	549	558,049	(558,049)
PROP TOTAL				-	-	-	-	-	1,459,308	1,029	1,460,336	(1,460,336)

Grand Total

2,144,166	-	6,190	5,307	1,105	3,996,535	31,724	4,029,363	(1,885,198)
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BACWA Expense Detail Report as of April 30, 2017

EXPENSE TYPE	JOB	AMENDED BUDGET	CURRENT PERIOD				YEAR TO DATE				OBLIGATED	UNOBLIGATED
			ENC	PV	DA	JV	ENC	PV	DA	JV		
LABOR												
AS-Executive Director	1011123	189,370	-	-	-	-	47,343	142,027	-	-	189,370	-
AS-Assistant Executive Directo	1011124	85,000	(7,367)	7,367	-	-	15,551	69,449	-	-	85,000	-
AS-Regulatory Program Manager	1011149	112,500	(8,370)	8,370	-	-	33,840	78,660	-	-	112,500	-
ADMINISTRATION												
AS-EBMUD Financial Services	1011125	40,000	(3,500)	3,500	-	-	7,763	32,237	3,666	(3,666)	40,000	-
AS-Audit Services	1014512	6,200	-	-	-	-	6,200	-	-	-	6,200	-
AS-BACWA Admin Expense	1011118	7,500	-	-	207	-	-	-	2,645	-	2,645	4,855
AS-Insurance	1011126	4,500	-	-	-	-	-	-	4,266	-	4,266	234
MEETINGS												
GBS-Meeting Support-Exec Bd	1014513	2,500	-	-	235	-	494	506	833	-	1,833	667
GBS-Meeting Support-Annual	1014514	7,000	-	-	-	-	-	-	7,127	-	7,127	(127)
GBS-Meeting Support-Pardee	1014515	6,000	-	-	-	-	-	-	4,421	-	4,421	1,579
GBS-Meeting Support-Misc	1014516	1,100	-	-	-	-	-	-	2,473	-	2,473	(1,373)
GBS- Meeting Support	1011122	-	-	-	-	-	-	-	-	-	-	-
COMMUNICATION												
CAR-BACWA Website Hosting	1014517	600	-	-	-	-	-	-	600	-	600	-
CAR-BACWA File Storage	1014518	750	-	-	-	-	-	-	720	-	720	30
CAR-BACWA IT Support	1014519	2,600	-	-	-	-	2,218	383	-	-	2,600	-
CAR-BACWA IT Software	1014520	800	-	-	74	-	-	-	790	-	790	10
CAR-BACWA Website Development/	1011116	1,200	-	-	-	-	-	-	-	-	-	1,200
LEGAL												
LS-Regulatory Support	1011107	2,500	(148)	148	-	-	2,002	498	-	-	2,500	-
LS-Executive Board Support	1011110	2,000	-	-	-	-	2,000	-	-	-	2,000	-
COMMITTEES												
AIR-Air Issues&Regulation Grp	1014253	50,000	(6,279)	6,279	-	-	18,344	31,656	709	-	50,709	(709)
BC-BAPPG	1011147	86,000	(7,511)	7,511	2,160	-	6,539	65,962	25,660	-	98,160	(12,160)
BC-Biosolids Committee	1011101	3,100	-	-	1,610	-	-	-	1,952	-	1,952	1,148
BC-Collections System	1011097	1,000	-	-	-	-	-	-	300	-	300	700
BC-InfoShare Groups	1011102	1,200	-	-	-	-	-	-	723	-	723	477
BC-Laboratory Committee	1011103	6,000	-	-	-	-	-	-	2,641	-	2,641	3,359
BC-Permit Committee	1011098	1,000	-	-	-	-	-	-	-	-	-	1,000
BC-Pretreatment Committee	1011146	7,000	-	-	-	-	-	-	84	-	84	6,916
BC-Water Recycling Committee	1011100	1,000	-	-	-	-	-	-	-	-	-	1,000
BC-Miscellaneous Committee Sup	1011104	35,000	(3,003)	3,003	-	-	22,953	3,003	-	-	25,956	9,044
COLLABORATIVES												
CAS-Arleen Navaret Award	1012201	-	-	-	-	-	-	-	-	-	-	-
CAS-FWQC	1012202	7,500	-	-	-	-	-	-	7,500	-	7,500	-
CAS-Stanford ERC	1011969	10,000	-	-	-	-	-	-	10,000	-	10,000	-
CAS-CWCCG	1011148	-	-	-	-	-	-	-	-	-	-	-
CAS-PSSEP	1011112	20,000	-	-	-	-	-	-	-	-	-	20,000
CAS-Misc Collaborative Sup	1014521	3,000	-	-	-	-	-	-	-	-	-	3,000
BACWA TOTAL		703,920	(36,178)	36,178	4,287	-	165,245	424,381	77,110	(3,666)	663,070	40,850
TECH SUPPORT												
WQA-CE Addl Work Under Permit	1014254	50,000	-	-	-	-	57,000	12,367	5,000	-	74,367	(24,367)
WQA-CE-Technical Support	1011127	50,000	-	-	-	-	28,409	-	-	-	28,409	21,591
WQA-CE CASA Chem of Concern	1011128	15,000	-	-	-	-	-	2,500	-	-	2,500	12,500
WQA-CE Opt-Upgrade Studies	1014255	18,128	-	-	-	-	213,792	176,634	-	-	390,426	(372,298)
WQA-CE Risk Reduction	1014023	32,500	(6,904)	6,904	-	-	19,648	11,451	-	-	31,099	1,401
WQA-CE-Nutrient WS Permit Comm	1014021	880,000	-	-	-	-	-	-	880,000	-	880,000	-
WQA-CE-Program Mgmt	1011131	50,000	-	-	-	-	-	-	-	-	-	50,000
WQA-CE Voluntary Nutr Contrib	1014529	-	-	-	30,000	-	-	-	187,500	-	187,500	(187,500)
TECH SUPPORT (CBC) TOTAL		1,095,628	(6,904)	6,904	30,000	-	318,849	202,952	1,072,500	-	1,594,301	(498,673)
GRAND TOTAL		1,799,548	(43,082)	43,082	34,287	-	484,094	627,334	1,149,610	(3,666)	2,257,372	(457,824)
BDO-Contract Expenses (PHARM)												
BDO-Contract Expenses (PHARM)	1014551	-	(44,550)	44,550	-	-	23,100	44,550	-	-	67,650	(67,650)
WOT												
Administrative Support	1011142	-	-	-	-	-	-	-	-	-	-	-
BDO Contract Expenses	1011143	-	-	-	-	-	-	-	52,122	-	52,122	(52,122)
		-	-	-	-	-	-	-	52,122	-	52,122	(52,122)
GRAND TOTAL (BDO, CBC, WOT)		1,799,548	(43,082)	43,082	34,287	-	484,094	627,334	1,201,732	(3,666)	2,309,493	(509,945)



EXECUTIVE BOARD AUTHORIZATION REQUEST

AGENDA NO.: 3

FILE NO.: 18-10

MEETING DATE: June 16, 2017

TITLE: Request for BACWA Executive Board Approval to Execute Agreement with Stephanie Hughes, ChE P.E. for BAPPG Support

☐ RECEIPT

☐ DISCUSSION

☐ RESOLUTION

☒ APPROVAL

RECOMMENDED ACTION

Authorize the execution of an agreement with Stephanie Hughes, ChE P.E., to provide professional training, prepare comment letters and provide policy support in an amount not to exceed \$16,000 for FY18.

SUMMARY

This agreement will provide support for training to professional groups (dental hygienists/assistants, plumbers and/or plumbing apprentices) on mercury, copper and other relevant pollutants of concern to BACWA agencies, prepare comment letters, evaluate regulatory documents and perform research related to controlling pollutants at their source, and provide policy support on pesticides, pharmaceuticals, and other pollutants of emerging concern.

These efforts will be carried out under the supervision of Karin North of the City of Palo Alto and Doug Dattawalker of Union Sanitary District.

FISCAL IMPACT

Funds are available for this agreement and have been allocated for this project within the BAPPG FY18 approved April 19, 2017.

ALTERNATIVES

1. Do not complete this work. This alternative is not recommended since this work was included in BAPPG's approved FY18 budget and will assist BACWA with executing effective outreach messages and search for new opportunities to inspire behavior change in target groups.
2. Select another consultant to conduct the work. This alternative is not recommended since the selected consultant has unique expertise in the subject area desired for supporting BACWA. In addition to having past wastewater agency experience in the Bay Area, Ms. Hughes offers a unique background that allows her to offer these services to BAPPG at a very competitive rate as a sole proprietor. BAPPG is not aware of any other firm that has the breadth and expertise to offer both professional training services and comment letter support at a very competitive rate. In addition, Ms.

Hughes' work with the professional trades has been so well received that she now regularly receives requests from various Bay Area groups to provide this BACWA training to help ensure that all wastewater discharges are able to meet their permit limits.

Attachments: FY18 Agreement with Stephanie Hughes
Stephanie Hughes' Scope of Work

Approved: _____
Laura Pagano, Chair,
BACWA Executive Board

Date: _____

BAY AREA CLEAN WATER AGENCIES

CONSULTING AGREEMENT

TO: Stephanie Hughes, ChE P.E. steifehughes@yahoo.com
1445 Emory Street
San Jose, CA 95126

FROM: David Williams, Executive Director dwilliams@bacwa.org
BACWA Phone: 925-765-9616
PO Box 24055, MS702 FAX: (510) 287-1351
Oakland, CA 94623

RE: BACWA Agreement for FY18 with Stephanie Hughes, ChE P.E., to provide professional training (mercury and copper), prepare comment letters and provide policy support (pesticides, pharmaceuticals, etc.).

This Agreement covers professional services to be performed by Stephanie Hughes, ChE P.E. in order to provide support for training to professional groups (dental hygienists/assistants, plumbers and/or plumbing apprentices) on mercury, copper and other relevant pollutants of concern to BACWA agencies, prepare comment letters, evaluate regulatory documents and perform research related to controlling pollutants at their source, and provide policy support on pesticides, pharmaceuticals, and other pollutants of emerging concern. This work is described in the attached Scope of Work will be carried out under the supervision of Karin North of the City of Palo Alto and Doug Dattawalker of Union Sanitary District. The total cost of professional services to be performed by Stephanie Hughes, ChE P.E. is not to exceed \$16,000. This contract will be funded by the BACWA Budget under the BAPPG Committee line item.

This Agreement may be terminated by either party at any time for convenience with 30-day notice. In the event of termination by BACWA, BACWA shall pay Stephanie Hughes, ChE P.E. for professional and competent services rendered to the date of termination upon delivery of assigned work products to BACWA.

Stephanie Hughes, ChE P.E. shall submit invoices to the BACWA Assistant Executive Director via e-mail along with approval by BAPPG. Invoices shall indicate hours associated with each task. Invoices will be paid within thirty (30) days of receipt.

BACWA AED E-mail: Sherry Hull shulll@bacwa.org

Approved:

By _____
Laura Pagano
Chair, BACWA Executive Board

By _____
Stephanie Hughes, ChE P.E.

Date _____

Date _____

BACWA EIN: 94-3389334

Policy, Regulatory and Professional Training Support for BAPPG

Fiscal Year 2017-18

Scope:

General Scope: (1) Conduct professional training and (2) Provide research and regulatory support (pesticides, pharmaceuticals, dental, etc.). Specifically:

Professional training: Conduct outreach to professionals, by reaching out to community colleges, union shops, and professional develop and training workshops. The focus is expected to be on dental mercury and other dental office wastes, but consultant should have the expertise and experience to also provide trainings regarding proper pharmaceutical disposal, hazardous material identification during building demolition, and copper plumbing BMPs. As part of this effort, consultant shall update contact database, communicate with contacts, and seek speaking engagements. Edit/update presentations as warranted per new regulatory context.

Policy Support and Comment Letters: Consultant will be on-call to develop regulatory letters, conduct literature reviews, or provide other technical support. Topics could include, but are not limited to, metals, pesticides, nutrients, salinity, and emerging constituents (such as PBDEs and PFOS) being reviewed by the Regional Board.

Communications: Prepare relevant outreach sections to the BAPPG Annual Report to be submitted to the BACWA Board of Directors. Participate in BACWA Pesticide Committee meetings. Present to BAPPG meeting once a year to provide significant update of technical topic.

Budget: The budget must not exceed \$16,000 for FY 2017-18. The proposed budget breakdown is attached.

c



STEPHANIE HUGHES, ChE P.E.
Consulting Engineer / University Lecturer

1445 Emory Street, San Jose, California 95126

BAPPG: Professional Training
and Policy/Regulatory Support

Scope of Work and Cost Estimate for 2017-18

DATE: 3-Jun-2017

SCOPE OF WORK DESCRIPTION	BUDGET		TOTAL
	Rate: \$185.00 ODC	Hour Est	
TASK 1. Professional training: Conduct outreach to professionals, by reaching out to community colleges, union shops, and professional develop and training workshops. The focus is expected to be on dental mercury and other dental office wastes, but consultant should have the expertise and experience to also provide trainings regarding proper pharmaceutical disposal, hazardous material identification during building demolition, and copper plumbing BMPs. As part of this effort, consultant shall update contact database, communicate with contacts, and seek speaking engagements. Edit/update presentations as warranted per new regulatory context. This scope assumes up to a total of 9 presentations.	\$275	25.0	\$4,900.00
Task 2. Policy Support and Comment Letters: Consultant will be on-call to develop regulatory letters, conduct literature reviews, or provide other technical support. Topics could include, but are not limited to, metals, pesticides, nutrients, salinity, and emerging constituents (such as PBDEs and PFOS) being reviewed by the Regional Board.		50.0	\$9,250.00
Task 3. Communications. Prepare relevant outreach sections to the BAPPG Annual Reports to be submitted to the BACWA Board of Directors. Speak at one BAPPG meeting to provide significant updates of a technical nature (e.g. flea IPM or new dental requirements). Participate in BACWA Pesticide Committee meetings		10.00	\$1,850.00
Totals	\$275	85.00	\$16,000.00

www.stephaniehughes.net



EXECUTIVE BOARD AUTHORIZATION REQUEST

AGENDA NO.: 4

FILE NO.: 18-11

MEETING DATE: June 16, 2017

TITLE: Request for BACWA Executive Board Approval to Execute Agreement with O'Rorke, Inc. to Provide Support for BAPPG's FY18 Priority Pollutant Campaigns

☐ RECEIPT ☐ DISCUSSION ☐ RESOLUTION ☒ APPROVAL

RECOMMENDED ACTION

Authorize the execution of an agreement with O'Rorke, Inc. to provide outreach and media support for priority pollutant campaigns in an amount not to exceed \$30,000 for FY18.

SUMMARY

This agreement will provide support for public outreach, graphic design, media relations, and administrative support for placement and payment of advertising services for the Bay Area Pollution Prevention Group (BAPPG). The consultant will support BAPPG Project Leads in executing effective outreach messages and search for new opportunities to inspire behavior change in target groups that will result in reduced pollutant discharges to the wastewater stream in the Bay Area.

Outreach and media efforts will be carried out under the supervision of Robert C. Wilson as project manager.

FISCAL IMPACT

Funds are available for this agreement and have been allocated for this project within the BAPPG FY18 budget approved on April 19, 2017.

ALTERNATIVES

1. Do not complete this work. This alternative is not recommended since this work was included in BAPPG's approved FY18 budget and will assist BACWA/BAPPG with executing effective outreach messages and search for new opportunities to inspire behavior change in target groups.
2. Select another consultant to conduct the work. This alternative is not recommended since the selected consultant has unique expertise in the subject area desired for supporting BACWA/BAPPG. As a result of O'Rorke's long history in supporting both BACWA and BAPPG with media relations, they are uniquely positioned to deliver a higher-quality product and offer much more service than other similar firms can for the modest investment that BAPPG has available for this work.

Attachments: FY18 Agreement with O’Rorke
O’Rorke Scope of Work

Approved: _____

Laura Pagano, Chair,
BACWA Executive Board

Date: _____

BAY AREA CLEAN WATER AGENCIES**PURCHASE ORDER**

TO: Tracy Keough
O'Rorke, Inc.
55 Hawthorne Street, Suite 550
San Francisco, CA 94105
Tracy@ororkeinc.com
(415) 543-1426

FROM: David Williams, Executive Director
BACWA
PO Box 24055, MS702
Oakland, CA 94623
dwilliams@bacwa.org
Phone: 925-765-9616
FAX: (510) 287-1351

RE: BACWA Purchase Order for FY18 BAPPG, Outreach and Media Support for Priority Pollutant Campaigns.

This Purchase Order (PO) covers professional services to be performed by O'Rorke, Inc. in order to implement the FY18 BAPPG Outreach and Media Support for Priority Pollutant Campaigns. This work is described in the attached Scope of Work and under the direction of Robert Wilson of the City of Petaluma. The total cost of professional services to be performed by O'Rorke, Inc. is not to exceed \$30,000.00. This contract will be funded by the BACWA Budget under the BAPPG Committee line item.

This PO may be terminated by either party at any time for convenience with 30-day notice. In the event of termination by BACWA, BACWA shall pay O'Rorke, Inc. for professional and competent services rendered to the date of termination upon delivery of assigned work products to the BACWA.

O'Rorke, Inc. shall submit invoices to the Assistant Executive Director via e-mail. Invoices shall indicate hours associated with each task. EBMUD will pay O'Rorke, Inc. within thirty (30) days of receipt and approval of satisfactory O'Rorke, Inc. invoices.

E-mail: shulll@bacwa.org

Approved:

By _____
Laura Pagano
Chair, BACWA Executive Board

By _____
Tracy Keough
O'Rorke, Inc.

Date _____

Date _____

BACWA EIN: 94-3389334

Overview

This strategy is intended to provide structure to inform O'Rorke's outreach activities on behalf of the Bay Area Pollution Prevention Group for the 2017/18 fiscal year. Contractor shall seek written request to proceed prior to beginning each task or sub-task as it is anticipated priorities may change. Accordingly, at BAPPG staff's sole discretion, funding between tasks may be adjusted as needed to ensure maximum flexibility throughout the course of the fiscal year. In addition, at any time should staff determine that it is in BAPPG's best interest to focus on pollutants not included in the list below, this scope may be adjusted to accommodate new tasks and either expand, reduce or eliminate existing tasks as needed.

Task 1: Toilets Aren't Trash Cans / Wipes

Contractor will implement an online regional outreach campaign designed to educate Bay Area audiences about the Toilets Aren't Trash Cans! message. The campaign will be developed so that BAPPG member agencies may take advantage of assets and repurpose them to conduct outreach in their own communities to supplement the broader efforts of the Contractor. Contractor recommends building on the successful campaign conducted during P2 week in 2016, and reusing artwork provided by CCCSD.

Deliverables: Outreach plan, creative, booked media & final report.

Task 2: Fats, Oils & Grease Spanish Radio Ads

Contractor will work with Univision to book Spanish Radio Ads on behalf of BAPPG. To reduce costs, contractor recommends using radio ads developed and approved during FY 2016/17. The campaign will be developed so that BAPPG member agencies may take advantage of assets and repurpose them to conduct outreach in their own communities to supplement the broader efforts of the Contractor.

Deliverables: Booked media & final report.

Task 3: Flea & Tick Pesticide Outreach

Contractor will be prepared to conduct regional outreach to disseminate messages about less toxic alternatives to traditional flea and tick pesticides. Outreach could include but is not limited to media relations, advertising, material development or a combination of these methods, to be determined at the discretion of BAPPG staff.

Deliverables TBD pending input from staff.

Task 4: BAPPG Annual Report Support

Contractor will provide graphic design and content editing assistance with the BAPPG 2017 Annual Report.

Deliverables: Final Report files.

Task 5: Chinook Book

Contractor will help BAPPG staff to negotiate a buy with Chinook Book for a combination of print ads in their booklets and mobile ads in their mobile app. Contractor will also develop original artwork for ads placed with Chinook Book, if new artwork is desired. To reduce costs and ensure continuity between previous outreach efforts, Contractor will build from existing artwork designs as much as possible. Ads will run through April 2018.

Deliverables: Creative files.

Total Budget not to exceed \$30,000

Task 1	\$8,075
Task 2	\$8,500
Task 3	\$8,075
Task 4	\$1,000
Task 5	\$4,350

O'Rorke Rates

Tracy Keough, Managing Principal	\$180/hour
Emiko Hashisaki, Account Supervisor	\$162/hour
Julia Fishman, Media Buyer	\$162/hour
Connie Zhang, Account Manager	\$150/hour
O'Rorke Intern	Free



EXECUTIVE BOARD AUTHORIZATION REQUEST

AGENDA NO.: 5

FILE NO.: 18-12

MEETING DATE: June 16, 2017

TITLE: Request for BACWA Executive Board Approval to Execute Agreement with TDC Environmental, LLC for BACWA/BAPPG Pesticide Regulatory and Technical Support, in an amount not to exceed \$30,00.00 for FY18.

☐ RECEIPT

☐ DISCUSSION

☐ RESOLUTION

☒ APPROVAL

RECOMMENDED ACTION

Authorize the execution of an agreement with TDC Environmental, LLC to track pesticide regulatory activities through the US EPA Office of Pesticide Programs (EPA) and California Department of Pesticide Regulation (CDPR); provide key points for comment letters; communicate with pesticide regulatory agencies; and leverage opportunities to prevent pollution at the source through regulatory and/or policy actions, in an amount not to exceed \$30,000 for FY18.

SUMMARY

This contract will allow TDC Environmental, LLC to provide support to BACWA/BAPPG on regulatory, technical, and outreach issues related to emerging contaminant priorities, with a focus on pesticides. Work under this contract is described in the attached Scope of Work, and will include the tracking of pesticide-related regulatory activities by the EPA and CDPR and making recommendations regarding regulatory participation and other follow-up steps, including recommending key points for comment letters, reviewing draft comment letters, setting up meetings with key staff at the pesticide regulating agencies to continue educating them about downstream wastewater impacts from their actions to register and/or reregister pesticide uses, and working to change the tools and information used in the registration processes to be protective of wastewater.

In FY18, the following high-priority ecological risk assessments and risk management decisions are anticipated for the following pesticide active ingredients/uses:

- Pyrethroids (due July 7, 2017)
- Imidacloprid (anticipated to be due in July or August, 2017)
- Copper
- Fipronil
- Several other pet flea control products
- Three root control products (focus on POTW notification requirement)

In addition, since pesticide regulatory programs are science-based, it may be advantageous for BACWA to fund Dr. Kelly Moran's attendance at scientific meetings/conferences (Society of Environmental Toxicology and Chemistry and/or American Chemical Society) to obtain scientific information to support the above activities. Upon review of the agendas for these conferences, should it be determined that Dr. Moran's attendance would provide a commensurate benefit to BACWA/BAPPG, a lump sum

budget allocation will be considered by the Project Managers' in advance, and will include consideration of other anticipated work priorities during the fiscal year.

The work under this contract will be carried out under the supervision of Melody LaBella of Central San and Karin North of the City of Palo Alto.

FISCAL IMPACT

Funds in the amount of \$30,000 are available for this agreement and have been allocated for this project within the BAPPG FY18 approved April 21, 2017.

ALTERNATIVES

1. Do not complete this work. This alternative is not recommended since this work was included in BAPPG's approved FY18 budget and will assist BACWA with comment letters on important regulatory actions that can reduce wastewater pollution from pesticides and other products at the source. In addition, the staff at the San Francisco Regional Water Quality Control Board is supportive of this work by BACWA, and views this as part of the proactive approach it would to see BACWA pursuing to prevent pollution at the source. The Regional Board dedicates staff resources to participate in BACWA's monthly Pesticide Steering Committee, and to send comment letters that echo BACWA's key points.
2. Select another consultant to conduct the work. This alternative is not recommended since the selected consultant has unique expertise and knowledge in the subject area desired for supporting BACWA. No other consultant knows the pesticide regulatory process better nor has the contacts/relationships at the pesticide regulating agencies (EPA Region IX, US EPA and California Department of Pesticide Regulation) than Dr. Moran of TDC Environmental. As a result, BACWA/BAPPG achieves much more effectiveness and impact for a modest investment by retaining her firm for this work.

Attachments: TDC Environmental, LLC Scope Work
FY18 Agreement with TDC Environmental, LLC

Approved: _____
Laura Pagano, Chair,
BACWA Executive Board

Date: _____

BAY AREA CLEAN WATER AGENCIES

CONSULTING AGREEMENT

TO: Dr. Kelly Moran kmoran@tdcenvironmental.com
TDC Environmental, LLC
462 E. 28th Ave.
San Mateo CA 94403
(650) 627-8690

FROM: David Williams, Executive Director dwilliams@bacwa.org
BACWA
PO Box 24055, MS702
Oakland, CA 94623
Phone: 925-765-9616
FAX: (510) 287-1351

RE: BACWA Agreement for FY18 with TDC Environmental, LLC, to provide pesticide regulatory and technical support to the BAPPG Committee.

This Agreement covers professional services to be performed by TDC Environmental, LLC in order to track pesticide regulatory activities through the US EPA and California Department of Pesticide Regulation; provide key points for comment letters; communicate with pesticide regulatory agencies; and seek opportunities to prevent pollution at the source. This work is described in the attached Scope of Work and under the direction of Melody LaBella of Central San (mlabella@centralsan.org) and Karin North of the City of Palo Alto (Karin.North@CityofPaloAlto.org). The total cost of professional services to be performed by TDC Environmental, LLC is not to exceed \$30,000. This contract will be funded under the BAPPG Committee line item.

This Agreement may be terminated by either party at any time for convenience with 30-day notice. In the event of termination by BACWA, BACWA shall pay TDC Environmental, LLC for professional and competent services rendered to the date of termination upon delivery of assigned work products to BACWA.

TDC Environmental, LLC shall submit invoices via to the BACWA Project Managers for approval, who will then transfer the approved invoice to the BACWA Assistant Executive Director for payment. Invoices shall indicate hours associated with each task. Invoices will be paid within thirty (30) days of receipt.

BACWA AED E-mail: Sherry Hull shulll@bacwa.org

Approved:

By _____
Laura Pagano
Chair, BACWA Executive Board

By _____
Dr. Kelly Moran
TDC Environmental, LLC

Date _____

Date _____

BACWA EIN: 94-3389334

Scope of Work
TDC Environmental, LLC
Pesticide Regulatory and Technical Support
July 2017-June 2018

- Coordinate with BAPPG representatives to maintain a list of highest priorities pesticides for BACWA's attention (currently copper, silver, fipronil, imidacloprid, and pyrethroids). Periodically update (to the extent possible) a schedule of anticipated pesticide regulatory activities on these pesticides.
- Track pesticide-related regulatory activities by EPA and Department of Pesticide Regulation (DPR) that have significant potential to affect BACWA member agencies. Notify BAPPG of such items as they arise. On the basis of regulatory documents, relevant scientific information, and the regulatory context, make recommendations regarding regulatory participation or other follow-up steps. When so directed and as resources allow, provide key points for comments and review draft comment letters.
- Based on existing lines of communication with pesticide regulators and pesticide manufacturers (which are maintained for other clients), notify BAPPG of important information obtained through these contacts.
- Coordinate and provide scientific support for communications with EPA and DPR about wastewater pesticides discharges, wastewater pesticides monitoring, and improving wastewater pesticides predictive modeling to support registration decisions.
- Continue follow-up work to convince EPA to modify its procedures for POTW modeling used for the pesticide registration process.
- Continue efforts to change EPA standard procedures that currently ignore the contribution of pet flea control products (spot-ons and collars) to wastewater.
- Continue follow-up work to finalize new swimming pool, spa, and fountain product label language to direct owners to contact their local sanitation agency prior to discharging treated water.
- Coordinate scientific review with other agencies (DPR, Water Board) and work with other BACWA and member agency consultants to provide key points for comment letters for select, high-priority ecological risk assessments and risk management decisions. In 2017-18 these are anticipated to include: pyrethroids (due July 7), imidacloprid (anticipated to be due in July or August), copper, fipronil, several other pet flea control products, and three root control products (focus on POTW notification requirement).
- Obtain scientific information to support the above activities (recognizing that pesticides regulatory programs are science based). This may include attendance at scientific conferences, with prior review and approval by BACWA's Project Managers.
- Provide technical information to support BACWA's coordination with NACWA on Federal pollution prevention topics, including pesticides.
- Track TSCA reform implementation and support BACWA's coordination with NACWA on providing comments.

- Based on the above tasks, develop an agenda and materials for a monthly BACWA Pesticides Workgroup teleconference meeting to determine appropriate actions and to coordinate actions with NACWA and San Francisco Bay Regional Water Board staff. Provide staff support during the meetings and an action item list after each meeting.
- Provide technical and regulatory advice to support development of BAPPG program(s) or materials to address pesticides, such as planned pet flea control-related outreach.
- Upon request, provide responses to pesticide-related regulatory or scientific questions.

All work to be conducted by Kelly D. Moran, Ph.D. with the support of Tammy Qualls, P.E. In conjunction with similar work funded by CASQA, Ms. Qualls support activities (anticipated to involve <25% of total expenditures) will include tracking pesticides regulatory schedules, preparing periodic regulatory schedule updates, providing workgroup meeting staff support and action item tracking, and when so directed and as resources allow, providing key points for draft comment letters.

All services identified in this Scope of Work shall be compensated on a time and materials basis:

- Kelly D. Moran, Ph.D. – \$200 per hour
- Tammy Qualls, P.E. – \$155 per hour (this in initial “training” billing rate for 2017 will be subject to a reasonable adjustment on 1/1/18)
- Direct costs – at cost

Total expenditures not to exceed \$30,000.

Contractor

TDC Environmental, LLC
 Kelly D. Moran, Ph.D., President
 462 E. 28th Ave.
 San Mateo CA 94403
 650-627-8690
kmoran@tdcenvironmental.com



BACWA EXECUTIVE BOARD ACTION REQUEST

AGENDA NO.: 6

FILE NO.: 18-13

MEETING DATE: June 16, 2017

TITLE: Request for BACWA Executive Board Approval for Amendment #1 to the Agreement with Carollo Engineers for AIR Committee Support

☐ RECEIPT

☐ DISCUSSION

☐ RESOLUTION

☒ APPROVAL

RECOMMENDED ACTION

Authorize Amendment #1 to the contract with Carollo Engineers to implement the Fiscal Year 2018 BACWA and Special Programs Budget and Workplan AIR Committee Support line item for a not to exceed amount of \$50,000.

SUMMARY

The BACWA fiscal year (FY18) begins July 1, 2017. The BACWA Air Issues and Regulations (AIR) committee is supported by a consultant who hosts meetings, provides regulatory and technical updates, and facilitates coordination between POTWs and regulators. Following the expiration of the previous support agreement, BACWA solicited proposals for FY17 with the option of extending the agreement for an additional two years. A Request for Proposals was submitted to ten prospective vendors and two proposals were submitted. Following a review by a selection committee made up of BACWA members, Carollo Engineers was chosen. The AIR Committee is requesting that BACWA extend the agreement with Carollo through FY18.

FISCAL IMPACT

The funding for this contract is consistent with the Fiscal Year 2018 workplans and budget for BACWA and Special Programs.

ALTERNATIVES

Discontinue consultant support for BACWA's AIR committee. This alternative is not recommended, since member agencies have expressed the need for expert assistance on air issues that affect POTWs in the Region.

Attachments: FY18 Amendment #1 to Agreement with Carollo Engineers, Inc.

FY17 Agreement with Carollo Engineers, Inc.

Carollo Engineers, Inc. Scope of Work and FY18 Rates

Approved: _____

Date: _____

Laura Pagano, Chair,
BACWA Executive Board

**AMENDMENT NO. 1
TO AGREEMENT BETWEEN
BAY AREA CLEAN WATER AGENCIES AND
Carollo Engineers, Inc
FOR
AIR Committee Support in FY18**

This Amendment No. 1 is made this 16th day of June, 2017, in the City of Oakland, County of Alameda, State of California, to that certain agreement of July 1, 2015 by and between Carollo Engineers, Inc. and Bay Area Clean Water Agencies, (BACWA) (the "Agreement") in consideration of the covenants hereinafter set forth.

1. BACWA and Carollo Engineer's, Inc. agree to a new contract amount of \$50,000.00 for AIR Committee Support in FY18.
2. BACWA and Carollo Engineers, Inc. agree to a new period of July 1, 2017 – June 30, 2018.
3. Except as herein expressly modified, the Agreement will remain in full force and effect.

BAY AREA CLEAN WATER AGENCIES

By _____
Laura Pagano, Chair, Executive Board

Date June 16, 2017

Carollo Engineers, Inc.

By _____

Date June 16, 2017

EXHIBIT A

SCOPE OF WORK FY18

Professional Services by Carollo

Task 1 - Meetings with the AIR Committee

The selected Consultant will support committee meetings to present information on current air issues, facilitate discussions between members, and to identify follow-on action items. They 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, the selected consultant will coordinate one meeting between Bay Area Air Quality Management District (BAAQMD) staff and AIR Committee members as one of the quarterly meetings. The agenda will focus on issues of concern to AIR Committee members.

Task 2 - Track and Communicate Regulatory Issues, Technical Resources, and Grant Opportunities

The selected Consultant will monitor regulatory agencies involved in developing air quality and climate change regulations that may affect POTWs, including the BAAQMD, the San Francisco Bay Conservation and Development Commission, the California State Air Resources Board, and the U.S. Environmental Protection Agency. They will also track technical resources and grant opportunities related to air issues that are of interest to BACWA member agencies. The consultant will prepare and distribute informational material to members to keep them informed of the AIR Committee activities and future regulatory activities.

Task 3 - Coordination and communication with other POTW Organizations and Regulators

The selected Consultant will participate in meetings with Regulators, participate in member or Regulator workshops and hearings, draft correspondence, and perform other related activities as directed by the AIR Committee Chairs. The selected Consultant 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 SCAP, CVCWA, WERF, CASA, and NACWA. Activities may include periodic telephone conversations, meetings, and exchange of published materials.

Optional Task 4 - Response on Special Assignments

The selected Consultant will perform special technical assignments under the direction of the AIR Committee Chairs. 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.

EXHIBIT B
HOURLY RATES/REIMBURSABLE EXPENSES
FY18

Sarah Deslauriers	\$185
Courtney Mizutani	\$175

BAY AREA CLEAN WATER AGENCIES PROFESSIONAL SERVICES CONTRACT

This PROFESSIONAL SERVICES CONTRACT, effective July 1, 2016, is between Bay Area Clean Water Agencies ("BACWA"), a joint powers agency which exists as a public entity separate and apart from its Member Agencies, created January 4, 1984 by a Joint Powers Agreement between Central Contra Costa Sanitary District, East Bay Dischargers Association, East Bay Municipal Utility District, the City and County of San Francisco and the City of San Jose, with a mailing address of P.O. Box 24055, MS 59, Oakland, CA 94623, and Carollo Engineers, Inc. ("Consultant"), a private corporation doing business at 2700 Ygnacio Valley Road, Suite 300, Walnut Creek, CA 94598 for professional services as described in any Exhibit A attached hereto.

In consideration of the mutual covenants, stipulations and agreements, the parties agree as follows:

Description and Standard of Services to be Performed

1. Consultant will perform the Services as described by and in accordance with Exhibit A in a manner acceptable to BACWA.
2. Consultant shall not contract with or otherwise use any subconsultants, subcontractors or other non-employee persons or entities ("Subconsultants") to perform the Services without the prior written approval of BACWA. If Consultant and BACWA agree that Subconsultants shall be used, Consultant shall ensure Subconsultants' compliance with all the terms and conditions of this agreement.
3. Consultant will exercise that degree of care in performing the Services in accordance with that prevailing among firms of comparable standing in the State of California ("Professional Standard"). Consultant will promptly correct or re-perform those Services not meeting the Professional Standard without additional compensation.
4. Consultant warrants that it is fully licensed, registered and otherwise fully authorized to perform the Services in the State of California to the extent applicable law requires such licensure, registration or authorization.
5. BACWA's review, approval, acceptance, use, or payment for all or any part of the Services hereunder will not alter the Consultant's obligations or BACWA's rights hereunder, and will not excuse or diminish Consultant's responsibility for performing all Services consistent with this Contract.

Payment for Services

6. The contract will begin July 1, 2016. BACWA will pay Consultant based on the rates in Exhibit B, up to a maximum amount payable of \$50,000.00. The term of this agreement shall not extend beyond June 30, 2017 but may be extended for additional one year terms at BACWA's discretion for an additional two years, ending June 30, 2019. If, upon reaching the end of the term of the contract, the Board elects to extend the contract, the amount of the extended contract will be negotiated at the time the contract is extended.
7. Consultant shall submit invoices monthly via email to Sherry Hull, Assistant Executive Director, at shull@bacwa.org with a copy to Lorien Fono, Regulatory Program Manager, at lfono@bacwa.org. Invoices shall include the hours charged by each employee, a brief description of the work performed, and a description of costs for which Consultant seeks reimbursement and which are specified in Exhibit B.
8. Payments under this Contract will be due thirty (30) days after BACWA's receipt of invoices. BACWA may withhold from any progress or final payment any damages, backcharges or claims incurred or anticipated by BACWA to the extent caused by Consultant.

Document Ownership and Retention

9. Consultant will maintain all financial records relating to this Contract in accordance with generally accepted accounting principles and for at least three years following termination of this Contract. Consultant will grant BACWA and its representatives access upon request to all such records and all other books, documents, papers, drawings, and writings of Consultant that refer or relate to this Contract.
10. All drawings, specifications, reports, programs, manuals, and other work product of Consultant that result from this Contract ("Work Product") will be considered the exclusive property of BACWA. Consultant agrees that it will not use, disclose, communicate, publish or otherwise make available to third parties any products, analyses, data, compilations, studies, proposals, technical or business information, and any other information related to the Services provided to BACWA without BACWA's prior written approval.

Indemnification

11. To the fullest extent allowed by law, Consultant will indemnify, hold harmless, reimburse and defend BACWA, its Member Agencies, and each of their officers, directors, employees and agents from, for and against any and all claims, demands, damages, losses, expenses, liabilities and penalties, including but not limited to reasonable attorneys' and expert witnesses' fees, arising out of or relating to the Services but only to the extent caused by the negligent or other wrongful acts or omissions of Consultant or any person or entity for whose acts or omissions any of them are responsible, or by the failure of any such party to perform as required by this Contract.

Insurance

12. Consultant will purchase and maintain, at Consultant's expense, the following types of insurance, covering Consultant, its employees and agents:
 - a. Workers' Compensation Insurance as required by law, subject to a waiver of subrogation in favor of BACWA;
 - b. Employers Liability Insurance with a per accident value at \$1,000,000, Policy Limit of \$1,000,000 and Each Employee of \$1,000,000, subject to a waiver of subrogation in favor of BACWA.
 - c. Comprehensive General Liability Insurance covering personal injury and property damage with a combined single limit, or the equivalent, of not less than \$1,000,000.00 each occurrence, \$2,000,000.00 general aggregate, and naming BACWA as an additional insured.
 - d. Business Automobile Liability Insurance with combined single limit coverage of not less than \$1,000,000.00 aggregate for each claim, incident, or occurrence; and naming BACWA as an additional insured.

Assignment

13. Consultant will not assign or transfer any of its interest in this Contract, in whole or in part, without the prior written consent of BACWA. BACWA may assign this Contract and any rights relating to this Contract (including but not limited to its right to assert claims and defenses against Consultant) at BACWA's discretion.

Independent Contractor

14. Consultant will perform the Services as an independent contractor. Although Consultant will perform its Services for the benefit of BACWA, and although BACWA reserves the right to determine the schedule for the Services and to evaluate the quality of the completed performance, BACWA does not control the means or methods of Consultant's performance. Consultant is solely responsible for determining the appropriate means and methods of performing the Services, and Consultant's liability will not be diminished by any review, approval, acceptance, use or payment for the same by BACWA or any other party.

Termination of Contract; Suspension of Services

15. This contract shall automatically terminate on June 30, 2017. Either party may also terminate this Contract in whole or in part at any time for its convenience. For a termination for convenience, the termination will be effective thirty (30) days following receipt of a written notice of termination by one party from the other. BACWA may terminate this Contract in whole or in part for cause, in which event the termination will be effective ten (10) days after Consultant's receipt of BACWA's written notice and Consultant's failure during that period to cure the default.

Dispute Resolution

16. Consultant will give prompt written notice to BACWA of any claim, dispute or other matter in question, but in no event will Consultant give such notice later than ten (10) days after Consultant's becoming aware of the event or circumstance giving rise to the claim, dispute or matter in question.
17. All claims, disputes and other matters in question between BACWA and Consultant arising out of or relating to this Contract will be subject to alternative dispute resolution. If both parties agree to arbitration it will be conducted in accordance with the Commercial Arbitration Rules of the American Arbitration Association then in effect. Notice of the demand for arbitration will be filed in writing with the other party to this Contract and with the American Arbitration Association. Any arbitration arising out of or relating to this Contract will include, by consolidation, joinder or joint filing, any other person or entity not a party to this Contract that is substantially involved in a common issue of law or fact and whose involvement in the consolidated arbitration is necessary to achieve a final resolution of a matter in controversy therein. This agreement to arbitrate will be specifically enforceable by any court with jurisdiction thereof.
18. A demand for dispute resolution by either party will be made within a reasonable time after the claim, dispute, or other matter in question has arisen, and in no event will it be made after the date when institution of court litigation based on such claim, dispute or other matter in question would be barred by the applicable period of limitations. For all claims by BACWA against Consultant, the applicable period of limitations will not commence to run, and any alleged cause of action will not be deemed to have accrued (whether such action is based on negligence, strict liability, indemnity, intentional tort or other tort, breach of contract, breach of implied or express warranty, or any other legal or equitable theory), unless and until BACWA is fully aware of all three of the following: (1) the identity of the party(ies) responsible, (2) the magnitude of the damage or injury and (3) the cause(s) of the damage or injury. The contractual limitations period and discovery rule provided herein applies in lieu of any otherwise applicable statute or related case law.
19. The failure of either party to enforce any provision of this Contract will not constitute a waiver by that party of that or any other provision of this Contract.

Severability

20. BACWA and Consultant agree that if any term or provision of this Contract is determined to be illegal, in conflict with any law, void or otherwise unenforceable, and if the essential terms and provisions of this Contract remain unaffected, then the validity of the remaining terms and provisions will not be affected and the offending provision will be given the fullest meaning and effect allowed by law.

Survival

21. All rights and obligations set out in this Contract and arising hereunder will survive the termination of this Contract (i) as to the parties' rights and obligations that arose prior to such termination and (ii) as is necessary to give effect to rights and obligations that arise after such termination but derive from a breach or performance failure that occurred prior to the termination.

This Contract constitutes the entire, legally binding contract between the parties regarding its subject matter. No waiver, consent, modification or change of terms of this Contract is binding unless in writing and signed by both parties.

The following documents are incorporated into and made a part of this Contract. Any conflicts between these documents and this Contract will be resolved in favor of this Contract.

Exhibit A – Scope of Work

Exhibit B – Hourly Rates/Reimbursable Expenses

CONSULTANT: CAROLLO ENGINEERS, INC.

2700 Ygnacio Valley Road, Suite 300

Street Address

Walnut Creek, CA 94598

City, State, Zip Code

86-0899222

Tax Identification No.



Consultant Signature

6/20/16

Date

Lydia Holmes, Vice President

Name, Title

June 20, 2016

Date

BACWA Signature

Laura Pagano, BACWA Chair

Name, Title

EXHIBIT A
SCOPE OF WORK

Professional Services by Carollo

Task 1 - Meetings with the AIR Committee

The selected Consultant will support committee meetings to present information on current air issues, facilitate discussions between members, and to identify follow-on action items. They 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, the selected consultant will coordinate one meeting between BAAQMD staff and AIR Committee members as one of the quarterly meetings. The agenda will focus on issues of concern to AIR Committee members.

Task 2 - Track and Communicate Regulatory Issues, Technical Resources and Grant Opportunities

The selected Consultant 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. They will also track technical resources and grant opportunities related to air issues that are of interest to BACWA member agencies. The consultant will prepare and distribute informational material to members to keep them informed of the AIR Committee activities and future regulatory activities.

Task 3 - Coordination and communication with other POTW Organizations and Regulators

The selected Consultant will participate in meetings with Regulators, participate in member or Regulator workshops and hearings, draft correspondence, and perform other related activities as directed by the AIR Committee Chairs.

The selected Consultant 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 SCAP, CWCCG, WERF, CASA, and NACWA. Activities may include periodic telephone conversations, meetings, and exchange of published materials.

Optional Task 4 - Response on Special Assignments

The selected Consultant will perform special technical assignments under the direction of the AIR Committee Chairs. 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.

EXHIBIT B

HOURLY RATES/REIMBURSABLE EXPENSES

Sarah Deslauriers	\$182
Courtney Mizutani	\$175



BACWA EXECUTIVE BOARD ACTION REQUEST

AGENDA NO.: 7

FILE NO.: 18-14

MEETING DATE: June 16, 2017

TITLE: Approve an Extension of the Expiration date of the Contract for the Analysis of the Economic Impact of the Proposed BAAQMD Rule 11-18 on BACWA Member Facilities

☐ RECEIPT

☐ DISCUSSION

☐ RESOLUTION

☒ APPROVAL

RECOMMENDED ACTION

Authorize the extension of the expiration date of the Agreement with Carollo Engineers to provide an analysis of the economic impact of the proposed BAAQMD Rule 11-18 on BACWA member facilities as it relates to diesel generators from June 30, 2017 to June 30, 2018.

SUMMARY

The Draft Regulation 11, Rule 18: Reduction of Risk from Air Toxic Emissions at Existing Facilities (Draft Rule, Rule 11-18) is the Bay Area Air Quality Management District's (BAAQMD's) effort to protect public health from toxic air pollution from existing facilities. BAAQMD expects Rule 11-18 would substantially reduce health risks from various existing facilities by requiring the implementation of all technically and economically feasible risk reduction measures by significant sources of toxic air contaminants (TACs). The Draft Rule will affect publicly owned treatment works (POTWs), as well as hundreds of other facilities with air permits through the Bay Area. BAAQMD staff have identified diesel particulate matter as the primary risk driver for POTWs. Because of the potential significant impact of Rule 11-18 on BACWA member agencies, the AIR committee sought and received an approval on February 17, 2017 for an agreement with Carollo Engineers, Inc. to better understand the cost of compliance with Rule 11-18 related to diesel generators. This information will be used to disseminate to member agencies, as well as shared with BAAQMD staff and Board members as they develop the economic analysis for Rule 11-18.

After the execution of that contract, BACWA met with BAAQMD staff on March 9 and March 23, and they deemphasized the importance of diesel for POTW compliance. Based on discussions with BAAQMD staff, BACWA is taking steps to communicate the challenges public wastewater agencies will have in complying with Rule 11-18. BACWA will also develop a proposal to work with BAAQMD staff to undergo a Regional POTW effort to update emissions factors associated with Toxic Air Contaminants to make sure they are accurate. BACWA approved a change in scope for the existing contract on April 21, 2017 to reflect this change in focus.

The updated Scope of Work will not be completed prior to June 30, 2017 and the AIR Committee has requested an extension of the expiration date of the agreement into FY18.

FISCAL IMPACT

This extension will have no fiscal impact.

ALTERNATIVES

Do not complete this work – This alternative is not recommended because the information that will be developed will be necessary for future discussions with BAAQMD staff and Board Members on the impacts of Rule 11-18.

Attachments:

FY17 Agreement

Approved:

Date:

Laura Pagano, Chair
BACWA

BAY AREA CLEAN WATER AGENCIES PROFESSIONAL SERVICES CONTRACT

This PROFESSIONAL SERVICES CONTRACT, effective February 17, 2017, is between Bay Area Clean Water Agencies (“BACWA”), a joint powers agency which exists as a public entity separate and apart from its Member Agencies, created January 4, 1984 by a Joint Powers Agreement between Central Contra Costa Sanitary District, East Bay Dischargers Association, East Bay Municipal Utility District, the City and County of San Francisco and the City of San Jose, with a mailing address of P.O. Box 24055, MS 59, Oakland, CA 94623, and Carollo Engineers, Inc. (“Consultant”), a private corporation doing business at 2700 Ygnacio Valley Road, Suite 300, Walnut Creek, CA 94598 for professional services as described in any Exhibit A attached hereto.

In consideration of the mutual covenants, stipulations and agreements, the parties agree as follows:

Description and Standard of Services to be Performed

1. Consultant will perform the Services as described by and in accordance with Exhibit A in a manner acceptable to BACWA.
2. Consultant shall not contract with or otherwise use any subconsultants, subcontractors or other non-employee persons or entities (“Subconsultants”) to perform the Services without the prior written approval of BACWA. If Consultant and BACWA agree that Subconsultants shall be used, Consultant shall ensure Subconsultants’ compliance with all the terms and conditions of this agreement.
3. Consultant will exercise that degree of care in performing the Services in accordance with that prevailing among firms of comparable standing in the State of California (“Professional Standard”). Consultant will promptly correct or re-perform those Services not meeting the Professional Standard without additional compensation.
4. Consultant warrants that it is fully licensed, registered and otherwise fully authorized to perform the Services in the State of California to the extent applicable law requires such licensure, registration or authorization.
5. BACWA’s review, approval, acceptance, use, or payment for all or any part of the Services hereunder will not alter the Consultant’s obligations or BACWA’s rights hereunder, and will not excuse or diminish Consultant’s responsibility for performing all Services consistent with this Contract.

Payment for Services

6. The contract will begin Feb. BACWA will pay Consultant based on the rates in Exhibit B, up to a maximum amount payable of \$25,956.00. The term of this agreement shall not extend beyond June 30, 2017 but may be extended for additional one year terms at BACWA’s discretion for an additional two years, ending June 30, 2019. If, upon reaching the end of the term of the contract, the Board elects to extend the contract, the amount of the extended contract will be negotiated at the time the contract is extended.
7. Consultant shall submit invoices monthly via email to Sherry Hull, Assistant Executive Director, at shull@bacwa.org with a copy to Lorien Fono, Regulatory Program Manager, at lfono@bacwa.org. Invoices shall include the hours charged by each employee, a brief description of the work performed, and a description of costs for which Consultant seeks reimbursement and which are specified in Exhibit B.
8. Payments under this Contract will be due thirty (30) days after BACWA’s receipt of invoices. BACWA may withhold from any progress or final payment any damages, backcharges or claims incurred or anticipated by BACWA to the extent caused by Consultant.

Document Ownership and Retention

9. Consultant will maintain all financial records relating to this Contract in accordance with generally accepted accounting principles and for at least three years following termination of this Contract. Consultant will grant BACWA and its representatives access upon request to all such records and all other books, documents, papers, drawings, and writings of Consultant that refer or relate to this Contract.
10. All drawings, specifications, reports, programs, manuals, and other work product of Consultant that result from this Contract ("Work Product") will be considered the exclusive property of BACWA. Consultant agrees that it will not use, disclose, communicate, publish or otherwise make available to third parties any products, analyses, data, compilations, studies, proposals, technical or business information, and any other information related to the Services provided to BACWA without BACWA's prior written approval.

Indemnification

11. To the fullest extent allowed by law, Consultant will indemnify, hold harmless, reimburse and defend BACWA, its Member Agencies, and each of their officers, directors, employees and agents from, for and against any and all claims, demands, damages, losses, expenses, liabilities and penalties, including but not limited to reasonable attorneys' and expert witnesses' fees, arising out of or relating to the Services but only to the extent caused by the negligent or other wrongful acts or omissions of Consultant or any person or entity for whose acts or omissions any of them are responsible, or by the failure of any such party to perform as required by this Contract.

Insurance

12. Consultant will purchase and maintain, at Consultant's expense, the following types of insurance, covering Consultant, its employees and agents:
 - a. Workers' Compensation Insurance as required by law, subject to a waiver of subrogation in favor of BACWA;
 - b. Employers Liability Insurance with a per accident value at \$1,000,000, Policy Limit of \$1,000,000 and Each Employee of \$1,000,000, subject to a waiver of subrogation in favor of BACWA.
 - c. Comprehensive General Liability Insurance covering personal injury and property damage with a combined single limit, or the equivalent, of not less than \$1,000,000.00 each occurrence, \$2,000,000.00 general aggregate, and naming BACWA as an additional insured.
 - d. Business Automobile Liability Insurance with combined single limit coverage of not less than \$1,000,000.00 aggregate for each claim, incident, or occurrence; and naming BACWA as an additional insured.

Assignment

13. Consultant will not assign or transfer any of its interest in this Contract, in whole or in part, without the prior written consent of BACWA. BACWA may assign this Contract and any rights relating to this Contract (including but not limited to its right to assert claims and defenses against Consultant) at BACWA's discretion.

Independent Contractor

14. Consultant will perform the Services as an independent contractor. Although Consultant will perform its Services for the benefit of BACWA, and although BACWA reserves the right to determine the schedule for the Services and to evaluate the quality of the completed performance, BACWA does not control the means or methods of Consultant's performance. Consultant is solely responsible for determining the appropriate means and methods of performing the Services, and Consultant's liability will not be diminished by any review, approval, acceptance, use or payment for the same by BACWA or any other party.

Termination of Contract; Suspension of Services

15. This contract shall automatically terminate on June 30, 2017. Either party may also terminate this Contract in whole or in part at any time for its convenience. For a termination for convenience, the termination will be effective thirty (30) days following receipt of a written notice of termination by one party from the other. BACWA may terminate this Contract in whole or in part for cause, in which event the termination will be effective ten (10) days after Consultant's receipt of BACWA's written notice and Consultant's failure during that period to cure the default.

Dispute Resolution

16. Consultant will give prompt written notice to BACWA of any claim, dispute or other matter in question, but in no event will Consultant give such notice later than ten (10) days after Consultant's becoming aware of the event or circumstance giving rise to the claim, dispute or matter in question.
17. All claims, disputes and other matters in question between BACWA and Consultant arising out of or relating to this Contract will be subject to alternative dispute resolution. If both parties agree to arbitration it will be conducted in accordance with the Commercial Arbitration Rules of the American Arbitration Association then in effect. Notice of the demand for arbitration will be filed in writing with the other party to this Contract and with the American Arbitration Association. Any arbitration arising out of or relating to this Contract will include, by consolidation, joinder or joint filing, any other person or entity not a party to this Contract that is substantially involved in a common issue of law or fact and whose involvement in the consolidated arbitration is necessary to achieve a final resolution of a matter in controversy therein. This agreement to arbitrate will be specifically enforceable by any court with jurisdiction thereof.
18. A demand for dispute resolution by either party will be made within a reasonable time after the claim, dispute, or other matter in question has arisen, and in no event will it be made after the date when institution of court litigation based on such claim, dispute or other matter in question would be barred by the applicable period of limitations. For all claims by BACWA against Consultant, the applicable period of limitations will not commence to run, and any alleged cause of action will not be deemed to have accrued (whether such action is based on negligence, strict liability, indemnity, intentional tort or other tort, breach of contract, breach of implied or express warranty, or any other legal or equitable theory), unless and until BACWA is fully aware of all three of the following: (1) the identity of the party(ies) responsible, (2) the magnitude of the damage or injury and (3) the cause(s) of the damage or injury. The contractual limitations period and discovery rule provided herein applies in lieu of any otherwise applicable statute or related case law.
19. The failure of either party to enforce any provision of this Contract will not constitute a waiver by that party of that or any other provision of this Contract.

Severability

20. BACWA and Consultant agree that if any term or provision of this Contract is determined to be illegal, in conflict with any law, void or otherwise unenforceable, and if the essential terms and provisions of this Contract remain unaffected, then the validity of the remaining terms and provisions will not be affected and the offending provision will be given the fullest meaning and effect allowed by law.

Survival

21. All rights and obligations set out in this Contract and arising hereunder will survive the termination of this Contract (i) as to the parties' rights and obligations that arose prior to such termination and (ii) as is necessary to give effect to rights and obligations that arise after such termination but derive from a breach or performance failure that occurred prior to the termination.

This Contract constitutes the entire, legally binding contract between the parties regarding its subject matter. No waiver, consent, modification or change of terms of this Contract is binding unless in writing and signed by both parties.

The following documents are incorporated into and made a part of this Contract. Any conflicts between these documents and this Contract will be resolved in favor of this Contract.

Exhibit A – Scope of Work & Schedule

Exhibit B – Hourly Rates/Reimbursable Expenses

CONSULTANT: CAROLLO ENGINEERS, INC.

2700 Ygnacio Valley Road, Suite 300

Street Address

Walnut Creek, CA 94598

City, State, Zip Code

86-0899222

Tax Identification No.

Consultant Signature

Date

Lydia Holmes, Vice President

Name, Title

BACWA Signature

Date

Laura Pagano, BACWA Chair

Name, Title

EXHIBIT A

SCOPE OF SERVICES

Estimation of the economic impact of the proposed BAAQMD Rule 11-18 on BACWA member facilities as it relates to diesel generators will include the following tasks:

Task 1. Identify Impacted BACWA Member Facilities.

The purpose of this task is to identify and list the facilities impacted (treatment plants, wet weather facilities, pump stations, etc.) and the number and size of diesel generators at those facilities. The base list of impacted facilities will be created from the BAAQMD's Draft Rule 11-18 Mailer Distribution List. We will then survey member agencies for additional information related to each facility (e.g., the type of facility, number, and size of diesel generators, etc.). The list and additional information collected will be documented in a spreadsheet, which will serve as the basis for determining the potential economic impact of the proposed Rule 11-18.

Task 2. Determine Potential TBARCT to Comply with the Proposed Rule 11-18.

The purpose of this task is to identify and list the Toxic Best Available Retrofit Control Technologies (TBARCT) that may be required by BAAQMD to comply with the proposed Rule 11-18. At this point in time, it is not clear what would be considered TBARCT under this Rule. The BAAQMD stated they will release a list of technologies in February 2017 that would qualify as TBARCT, which will serve as a starting point for this task. This task may also include direct communication with BAAQMD staff and review of available state and local air district databases for potential TBARCT. The list of potential TBARCT will be documented in the same spreadsheet referenced in Task 1.

Task 3. Develop Cost Estimate to Implement TBARCT at BACWA Facilities.

The purpose of this task is to estimate a range of planning level costs for BACWA member facilities that may need to implement TBARCT to comply with the Proposed Rule 11-18, in the event it were to be adopted. The cost estimates will be performed in the same spreadsheet referenced in Task 1 by facility.

Task 4. Prepare Draft and Final Summary Letter Report.

The information collected in Tasks 1 through 3, the cost estimating methodology, and the cost estimates developed for BACWA facilities will be summarized and presented in a draft letter report for review by the BACWA Air Issues and Regulatory (BACWA AIR) Committee. All edits and comments received from the BACWA AIR Committee on the draft letter report will be addressed and a final draft letter report will be submitted to the BACWA Executive Board for their review. Final edits and comments will be addressed and a final letter report will be submitted to both the BACWA AIR Committee and the BACWA Executive Board.

SCHEDULE

Work will commence upon notice to proceed and Carollo will complete this work by April 30, 2017.

EXHIBIT B

HOURLY RATES/REIMBURSABLE EXPENSES

Sarah Deslauriers	\$182
Courtney Mizutani	\$175



BACWA EXECUTIVE BOARD ACTION REQUEST

AGENDA NO.: 8

FILE NO.: 18-15

MEETING DATE: June 16, 2017

TITLE:

☐ RECEIPT

☐ DISCUSSION

☐ RESOLUTION

☒ APPROVAL

RECOMMENDED ACTION

Approve extension of agreement with CIEA from June 30, 2017 to September 30, 3017.

SUMMARY

Over the last eight months CIEA has had unexpected staff changes and an office move. Additionally, the political climate since the beginning of the year has increased requests from the community and Tribal partners, which has increased demands on their staff. For these reasons, CIEA is requesting an extension of access to the grant funds thorough September 2017. This would enable them to offer more risk reduction training dates. And they can include their new staff in upcoming trainings to build capacity of young Indigenous activists in the Bay Area Native communities.

On July 19, 2017 CIEA has scheduled a training for twenty-seven San Francisco WIC providers from clinics across the city. CIEA worked on organizing and scheduling this training with Magdalene Louie, San Francisco WIC Program Coordinator. CIEA has done similar trainings in Contra Costa County and the Sierra-Nevada's, where the training was given to health care providers from numerous clinics so the impact and reach are larger. They would like to use the remaining funds in the grant towards this training.

FISCAL IMPACT

There is no fiscal impact to BACWA. CIEA is not requesting additional funds form BACWA but is merely asking that they be allowed to continue their work into FY18. The expiration date of the agreement with CIEA would be extended from June 30, 2017 to September 30, 2017.

ALTERNATIVES

1. *Do not extend the contract. This alternative is not recommended, since it will limit CIEA's ability to provide risk reduction training to WIC providers.*

Attachments:

Agreement

Approved:

Date:

Laura Pagano, Chair
BACWA

BAY AREA CLEAN WATER AGENCIES PROFESSIONAL SERVICES CONTRACT

This PROFESSIONAL SERVICES CONTRACT, effective **July 1, 2015**, is between Bay Area Clean Water Agencies (“BACWA”), a joint powers agency which exists as a public entity separate and apart from its Member Agencies, created January 4, 1984 by a Joint Powers Agreement between Central Contra Costa Sanitary District, East Bay Dischargers Association, East Bay Municipal Utility District, the City and County of San Francisco and the City of San Jose, with a mailing address of P.O. Box 24055, MS 702, Oakland, CA 94623, and **California Indian Environmental Alliance** (“Consultant”), a 501(c)3 Non-Profit doing business at 526 Grand Avenue, Oakland, CA 94510 for professional services as described in any Exhibit A attached hereto.

In consideration of the mutual covenants, stipulations and agreements, the parties agree as follows:

Description and Standard of Services to be Performed

1. Consultant will perform the Services as described by and in accordance with Exhibit A in a manner acceptable to BACWA.
2. Consultant shall not contract with or otherwise use any subconsultants, subcontractors or other non-employee persons or entities (“Subconsultants”) to perform the Services without the prior written approval of BACWA. If Consultant and BACWA agree that Subconsultants shall be used, Consultant shall ensure Subconsultants’ compliance with all the terms and conditions of this agreement.
3. Consultant will exercise that degree of care in performing the Services in accordance with that prevailing among firms of comparable standing in the State of California (“Professional Standard”). Consultant will promptly correct or re-perform those Services not meeting the Professional Standard without additional compensation.
4. Consultant warrants that it is fully licensed, registered and otherwise fully authorized to perform the Services in the State of California to the extent applicable law requires such licensure, registration or authorization.
5. BACWA’s review, approval, acceptance, use, or payment for all or any part of the Services hereunder will not alter the Consultant’s obligations or BACWA’s rights hereunder, and will not excuse or diminish Consultant’s responsibility for performing all Services consistent with this Contract.

Payment for Services

6. BACWA will pay Consultant based on the rates in Exhibit B, up to a maximum amount payable of **\$25,000.00**. Consultant will not exceed the maximum amount payable without obtaining prior written approval from BACWA.
7. Consultant shall submit invoices quarterly to Sherry Hull, BACWA Assistant Executive Director at shull@bacwa.org. Invoices shall include the hours charged by each employee, a brief description of the work performed, and a description of costs for which Consultant seeks reimbursement and which are specified in Exhibit B.
8. Payments under this Contract will be due thirty (30) days after BACWA’s receipt of invoices. BACWA may withhold from any progress or final payment any damages, backcharges or claims incurred or anticipated by BACWA to the extent caused by Consultant.

Document Ownership and Retention

9. Consultant will maintain all financial records relating to this Contract in accordance with generally accepted accounting principles and for at least three years following termination of this Contract. Consultant will grant BACWA and its representatives access upon request to all such records and all

other books, documents, papers, drawings, and writings of Consultant that refer or relate to this Contract.

10. All drawings, specifications, reports, programs, manuals, and other work product of Consultant that result from this Contract ("Work Product") will be considered the exclusive property of BACWA. Consultant agrees that it will not use, disclose, communicate, publish or otherwise make available to third parties any products, analyses, data, compilations, studies, proposals, technical or business information, and any other information related to the Services provided to BACWA without BACWA's prior written approval.

Indemnification

11. To the fullest extent allowed by law, Consultant will indemnify, hold harmless, reimburse and defend BACWA, its Member Agencies, and each of their officers, directors, employees and agents from, for and against any and all claims, demands, damages, losses, expenses, liabilities and penalties, including but not limited to reasonable attorneys' and expert witnesses' fees, arising out of or relating to the Services but only to the extent caused by the negligent or other wrongful acts or omissions of Consultant or any person or entity for whose acts or omissions any of them are responsible, or by the failure of any such party to perform as required by this Contract.

Insurance

12. Consultant will purchase and maintain, at Consultant's expense, the following types of insurance, covering Consultant, its employees and agents:
- a. Workers' Compensation Insurance as required by law, subject to a waiver of subrogation in favor of BACWA;
 - b. Employers Liability Insurance with a per accident value at \$1,000,000, Policy Limit of \$1,000,000 and Each Employee of \$1,000,000, subject to a waiver of subrogation in favor of BACWA.
 - c. Comprehensive General Liability Insurance covering personal injury and property damage with a combined single limit, or the equivalent, of not less than \$1,000,000.00 each occurrence, \$2,000,000.00 general aggregate, and naming BACWA as an additional insured.
 - d. Business Automobile Liability Insurance with combined single limit coverage of not less than \$1,000,000.00 aggregate for each claim, incident, or occurrence; and naming BACWA as an additional insured.

Assignment

13. Consultant will not assign or transfer any of its interest in this Contract, in whole or in part, without the prior written consent of BACWA. BACWA may assign this Contract and any rights relating to this Contract (including but not limited to its right to assert claims and defenses against Consultant) at BACWA's discretion.

Independent Contractor

14. Consultant will perform the Services as an independent contractor. Although Consultant will perform its Services for the benefit of BACWA, and although BACWA reserves the right to determine the schedule for the Services and to evaluate the quality of the completed performance, BACWA does not control the means or methods of Consultant's performance. Consultant is solely responsible for determining the appropriate means and methods of performing the Services, and Consultant's liability will not be diminished by any review, approval, acceptance, use or payment for the same by BACWA or any other party.

Termination of Contract; Suspension of Services

15. This contract shall automatically terminate on **June 30, 2017**. Either party may also terminate this Contract in whole or in part at any time for its convenience. For a termination for convenience, the termination will be effective thirty (30) days following receipt of a written notice of termination by one party from the other. BACWA may terminate this Contract in whole or in part for cause, in which event the termination will be effective ten (10) days after Consultant's receipt of BACWA's written notice and Consultant's failure during that period to cure the default.

Dispute Resolution

16. Consultant will give prompt written notice to BACWA of any claim, dispute or other matter in question, but in no event will Consultant give such notice later than ten (10) days after Consultant's becoming aware of the event or circumstance giving rise to the claim, dispute or matter in question.
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18. A demand for dispute resolution by either party will be made within a reasonable time after the claim, dispute, or other matter in question has arisen, and in no event will it be made after the date when institution of court litigation based on such claim, dispute or other matter in question would be barred by the applicable period of limitations. For all claims by BACWA against Consultant, the applicable period of limitations will not commence to run, and any alleged cause of action will not be deemed to have accrued (whether such action is based on negligence, strict liability, indemnity, intentional tort or other tort, breach of contract, breach of implied or express warranty, or any other legal or equitable theory), unless and until BACWA is fully aware of all three of the following: (1) the identity of the party(ies) responsible, (2) the magnitude of the damage or injury and (3) the cause(s) of the damage or injury. The contractual limitations period and discovery rule provided herein applies in lieu of any otherwise applicable statute or related case law.
19. The failure of either party to enforce any provision of this Contract will not constitute a waiver by that party of that or any other provision of this Contract.

Severability

20. BACWA and Consultant agree that if any term or provision of this Contract is determined to be illegal, in conflict with any law, void or otherwise unenforceable, and if the essential terms and provisions of this Contract remain unaffected, then the validity of the remaining terms and provisions

will not be affected and the offending provision will be given the fullest meaning and effect allowed by law.

Survival

21. All rights and obligations set out in this Contract and arising hereunder will survive the termination of this Contract (i) as to the parties' rights and obligations that arose prior to such termination and (ii) as is necessary to give effect to rights and obligations that arise after such termination but derive from a breach or performance failure that occurred prior to the termination.

This Contract constitutes the entire, legally binding contract between the parties regarding its subject matter. No waiver, consent, modification or change of terms of this Contract is binding unless in writing and signed by both parties.

The following documents are incorporated into and made a part of this Contract. Any conflicts between these documents and this Contract will be resolved in favor of this Contract.

Exhibit A – Scope of Work

Exhibit B – Hourly Rates/Reimbursable Expenses

CONSULTANT: California Indian Environmental Alliance

526 Grand Avenue

Street Address

Oakland, CA 94610

City, State, Zip Code

27-0861293

Tax Identification No.

Consultant Signature

Date

Sherri Norris, Executive Director

Name, Title

BACWA Signature

Date

Michael S. Connor, Chair BACWA Executive Board

Name, Title

EXHIBIT A
SCOPE OF WORK

Professional Services by California Indian Environmental Alliance.
Fiscal Years 2016 & 2017

1. Scope of Work – CIEA

Submitted to: Bay Area Clean Water Agencies (BACWA)

Date Submitted: June 17, 2015

Submitted by Organization:

California Indian Environmental Alliance
526 Grand Avenue
Oakland, CA 94610
(510) 848-2043

www.cieaeweb.org

Contacts: Sherri Norris, Executive Director and Vanja Danilovic, Organizational Development

Project Title: “Eating Fish Safely” Exposure Reduction in the San Francisco Bay Area

The following activities will be completed by CIEA staff between July 1, 2015 – June 30, 2017 utilizing materials previously developed by CIEA, CDPH-EHIB and new US Dietary Guidelines should they be available during the project timeline.

1. Provide fish consumption advice to forty (40) families using fish consumption advisories and “Making Healthy Fish Choices” curriculum during a minimum of three (3) community clinic events (in different Counties)
2. Gather fish consumption and fishing location information from a minimum of twenty (20) families.
3. Trainings for WIC staff at three (3) WIC clinics using fish consumption advisories and “Making Healthy Fish Choices” curriculum
4. Trainings for Health Care Providers at two (2) clinics using CDPH-EHIBs new online trainings and/or CIEA’s supplementary information
5. Distribution of Mercury Education Outreach packet including the local fish consumption advisories and instructional printed materials on how to communicate these advisories to each health care service clinic (2) and WIC clinic (3) in SFBA.
6. CIEA staff will attend an Annual Progress Meeting with SF Bay Area Regional Water Board and Bay Area Clean Water Agencies staff to provide the annual report, and provide progress reports.

For the dates that these activities will be completed please see the Timeline submitted with our proposal. The following are the months and corresponding quarters.

1st Quarter: July-Sept
2nd Quarter: Oct-Dec
3rd Quarter: Jan-Mar
4th Quarter: Apr-June

**6. Timeline CIEA –
Year 1**

<u>Beginning July 2015</u>	Q1	Q2	Q3	Q4
<i>Activities:</i>				
Outreach to clinics	X			
Scheduling	X	X		
Surveys		X	X	X
Update materials	X			
Community Events				
Tabling		X	X	X
Clinic events tabling		X		X

<u>Beginning July 2016</u>	Q1	Q2	Q3	Q4
Outreach to clinics	X			
Scheduling	X	X		
Surveys		X		
Update materials x	X			
Community Events				
Tabling		X	X	X
Clinic events tabling		X	X	X

EXHIBIT B

HOURLY RATES/REIMBURSABLE EXPENSES

Consultant

Hourly Rate

Hourly rates for personnel are as follows:

Executive Director: \$35/hour

Program Coordinator: \$25/hour

Organizational Development: \$27/hour

Consultants are generally \$100 per hour (graphic artist and outside contractor who previously completed WIC trainings in our Oakland pilot)



BACWA EXECUTIVE BOARD ACTION REQUEST

AGENDA NO.: 9

FILE NO.: 18-16

MEETING DATE: June 16, 2017

TITLE: Confirmation of BACWA Representatives to the Aquatic Science Center / San Francisco Estuary Institute Governing Board

☐ RECEIPT

☐ DISCUSSION

☐ RESOLUTION

☒ APPROVAL

RECOMMENDED ACTION

Confirm David Williams or appoint a new BACWA representative to the Aquatic Science Center/SFEI Board of Directors.

SUMMARY

The Aquatic Science Center (ASC) is a Joint Powers Authority created by the State Water Resources Control Board and BACWA to assist with the efficient delivery of financial, scientific, monitoring, and information management support functions for the Bay Area. In 2013, the ASC and San Francisco Estuary Institute (SFEI) boards merged as part of an efficiency effort; each organization however continues to have its own Bylaws. The ASC Bylaws, in accordance with the JPA, require that BACWA appoint three members to the ASC. Current BACWA representatives to the ASC/SFEI Board are Laura Pagano and David Williams, with Jim Ervin and Karin North serving as first alternates respectively. Additionally, the following individuals serve on the Aquatic Science Center Board in the seat allocated by BACWA to Sacramento Regional County Sanitation District: Prabhakar Somavarapu as Board Representative; Terrie Mitchell as First Alternate; Christoph Dobson as Second Alternate.

The SFEI Bylaws includes two 3-year term limits for its Board members, however being appointed the ASC Bylaws do not have term limits for the appointees and thus they will continue as Board members until new appointees are selected by the BACWA Board. The 3-year term allows BACWA the opportunity to periodically re-evaluate its appointees. A 3-year term for David Williams concludes at the end of FY 17. The BACWA Board has the opportunity of re-appointing David Williams or appointing another BACWA member to the ASC/SFEI Board. Going forward, as 3-year terms conclude for BACWA appointees, the BACWA Board will be provided the opportunity to re-confirm or appoint new representatives to the ASC/SFEI Board.

FISCAL IMPACT

This action has no fiscal impact.

ALTERNATIVES

No alternatives were considered as BACWA needs to re-confirm or appoint a new representative to the ASC/SFEI Board of Directors.

Approved:

Date: _____

Laura Pagano, BACWA Chair

BACWA Optimization/Upgrade Workshop No. 2
June 7, 2017
Meeting Summary with Q&A

I. [Optimization/Upgrade Preliminary Findings](#)

The HDR team gave an introduction on the background of the Optimization and Upgrade studies. They described the basis for the team's development of recommendations, highlighting Pinole and Napa as Case Studies since the former is a straight-forward example since they are in the process of an upgrade, and the latter has many constraints that will limit its alternatives.

The team then gave a summary of optimization findings. Total aggregate costs for optimization were \$180M for dry weather and \$223M for wet, ranging from \$0.4M to \$28M per plant.

Q: Why are nutrient concentrations in effluent so high compared to other places in the world?

A: There are no nutrient limits in the Bay Area, so POTWs here were not designed to remove nutrients.

Q: What does the team recommend for agencies that do not have opportunities for optimization?

A: The team does not recommend optimization for these agencies, although upgrades may still be feasible.

Q: What does it mean when there is zero cost associated with load reduction through optimization?

A: This is the case for agencies that are planning to implement nutrient removal through upgrades – it means in the future, loads will go up but there will not be additional cost to treat the additional loads.

Q: How do the studies handle wet vs. dry flow cost calculations for optimization?

A: The calculations are site-specific. For some plants, modifications would be minimal to treat nutrient loads in dry flows, but they do not have the capacity to handle nutrient removal in wet weather.

Q: Are rehab costs included for optimization?

A: Yes, where new or improved equipment would be necessary.

The consultant team gave a summary of the findings on sidestream treatment, which was defined as treatment of a high-nutrient digester dewatering stream. Out of 37 plants, 16 would be candidates for sidestream treatment to remove ammonia, and 25 would be candidates to remove total nitrogen via sidestream treatment. The total aggregate cost for these plants is \$660M for sidestream treatment.

Q: Do the O&M costs include the ripple or ancillary effects on the plant due to sidestream treatment?

A: No, just the cost to operate the sidestream facility itself.

Q: What about the cost of sidestream treatment for phosphorus?

A: The cost is about the same as for nitrogen for candidate plants. Phosphorus will be added to the report.

The consultant team gave a summary on upgrade opportunities, highlighting how special cases skew the averages on costs. The total cost estimates for upgrades were:

- Level 2 = \$6,430M Dry and \$8,050M Wet
- Level 3 = \$8,350M Dry and \$10,370M Wet

The total costs per plant

- Level 2 = \$3.8M to \$2,240M per plant
- Level 3 = \$21M to \$2,470M per plant

Q: For MBR plants are we assuming all the flow goes through the membrane in both dry and wet weather?

A: Yes, although in reality, agencies may decide differently.

Q: Are we assuming load reductions are equivalent to the limit of technology in each case (3 mg/L), or just level 3 (6 mg/L)?

A: The calculations are based on level 3 removal.

Q: How do these costs compare with costs nationwide for nutrient load reduction?

A: The criteria are different in different places, so an apples-to-apples comparison is not perfect. However, these numbers are not surprising. The cost for Sacramento's upgrade is \$1.7B, and their flow is 4.5 times lower than the Bay Area in aggregate. The price for nitrogen credits is \$6/lb in Long Island Sound, and there is a \$6/lb fee for nitrogen discharge in Denmark, which is in line with the Level 2 costs.

The consultant team gave a summary of no net loading increase (NNLI) results, which are not part of the optimization and upgrade studies, but BACWA requested they be provided as a tool for discussions with regulators. The total cost for NNLI is \$1.4B in dry weather and \$1.6B in wet weather. The cost ranged from \$5.1M to \$408M per plant. These costs are high in terms of dollars per pound since upgrades need to be done in many cases, but the load reduction is only 15%.

Q: Can you model costs for NNLI by % removal?

A: No, intensification of sewage strength as population increases makes modeling difficult.

Q: Will the spread in NNLI costs justify a trading scheme?

A: Trading should be on the table since market forces increase overall efficiency and aggregate limits increase reliability.

Q: Are the calculations for NNLI based on population projects?

A: They are based on 25 % load increase over the next 25 years, with the last three years used as a baseline.

Q: Is the Bay well-mixed enough that trading would be feasible?

A: The Bay is fairly well mixed compared to other area.

Q: How well does BACWA's budget for the optimization/upgrade studies reflect the level of effort?

A: While the consultant team contributed significant labor to this effort, a ten-fold increase would have been overkill for the level of detail needed.

Q: How many agencies are planning or are currently at level 2 TN removal?

A: Six agencies.

The consultant team gave a summary of results and other items such as greenhouse gases, sea level rise and recycled water components of the study. They highlighted how peak flows and space constraints are the key drivers in selecting alternatives for agencies. They also discussed the role of emerging technologies and the curve of acceptance and reliability over time..

Q: What is the impact on the averaging period for future limits?

A: There is a strong impact, as the averaging period gets shorter, the cost goes up.

Q: What is the impact of wet vs. dry season limits?

A: There are engineering questions that need to be decided based on what limits need to be met.

Q: Did you consider carbon sequestration in solids in the greenhouse gas calculations?

A: That is partially captured under chemicals as alkalinity. There is a high increase in GHG emissions for level 3 because of carbon addition.

Q: How does the technology curve change when taking international installations into consideration.

A: It depends on your frame of reference. However, the emerging technology suggestions for each plant to monitor were made on a site-specific basis.

Q: Have any technologies moved up the curve since we first saw it four years ago?

A: That's subjective. However, the recommendations in this study are only based on established technologies.

The consultant team wrapped up the discussion and asked that comments on Facility Reports be submitted to them by the end of June.

II. Update on 2nd Watershed Permit

David Williams gave a summary of the status of negotiations for the next Nutrient Watershed Permit, which have focused on increase funding for the science in lieu of load caps.

Q: There is a concern about the Regional Water Board seeing the POTW community as an endless funding source. The Regional Water Board should give us an arc showing their expectations for future funding.

A: SFEI has a ten-year nutrient science plan. Beyond that, the RMP should be the vehicle for future funding.

Q: How can BACWA better represent different interests such as those of agencies pursuing early actions?

A: Most agencies are not yet interested in committing to early actions since future limits are unknown. Given that some agencies are proceeding with nutrient removal, this should be memorialized in the watershed permit. Also, although this is a small piece, BACWA's nutrient surcharge for associates is based on nutrient loads, so an agency that reduces its loads will have a commensurate decrease in its contributions to the science.

III. Technology/innovation Update Panel

- A. [Nereda](#) (AECOM)
- B. [Innovation in Denmark](#) (Danish Delegation)
- C. [Microbes and the Next Nitrogen Revolution](#) (Professor Rabaey)

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July 1, 2017

Robert Schlipf
1515 Clay Street, Suite 1400
Oakland, CA 94612
(510) 622-2451

VIA EMAIL: Robert.schlipf@waterboards.ca.gov

Subject: 2017 Nutrient Watershed Permit Optimization and Upgrade Studies status report

Mr. Schlipf,

On behalf of BACWA's member agencies covered by the Nutrient Watershed Permit (R2-2014-014), BACWA is pleased to submit our 2017 status update on our Nutrient Optimization and Upgrade studies. This update is required by the Nutrient Watershed Permit Provisions C.1.b and C.2.b.

BACWA has worked with its consulting team to make significant progress on the Nutrient Optimization and Upgrade Studies. Specifically, the team has:

- Prepared and submitted 28 draft Facility Reports to agencies, including findings for plant optimization, sidestream treatment and upgrades, a summary of ancillary benefits and adverse impacts, estimated impacts on greenhouse emissions, and potential emerging technologies that should be considered. Agencies are currently reviewing the draft Reports and have been asked to provide comments by the end of June 2017. Agencies will be requested to sign off on the final Facility Reports prior to their inclusion in the Optimization and Upgrade Studies Report.
- Collected and synthesized information from each agency regarding current capital improvement plan projects that could, or are intended to, reduce nutrient loads to the San Francisco Bay.
- Collected and synthesized information from each agency regarding planned or potential future recycled water projects that could reduce nutrient loads to the San Francisco Bay.
- Prepared a draft analysis of sea level rise for each of the 37 participating agencies.
- Hosted a member workshop on June 7, 2017 to discuss the draft findings of the optimization, sidestream, and upgrades analyses, as well as nutrient reduction by other means (i.e., recycled water, etc.) and sea level rise.
- Hosted monthly conference calls with BACWA's Contract Management Group, which made up of representatives from member agencies, to review the assumptions and findings used in the Facility Reports.
- Prepared the 2016 Group Annual Report, which summarized the analysis of effluent nutrient monitoring data, concentration and loading trends.

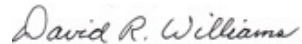
BACWA anticipates completing final Facility Reports by the end of the calendar year and the consulting team will then prepare an executive summary style report summarizing the findings for all 37 plants, including load reductions and costs. The Draft Nutrient Optimization and

Upgrade Studies Report will include the executive summary report as well as the plant reports for the 37 participating agencies.

BACWA continues to anticipate submitting the Final Nutrient Optimization and Upgrade Studies Report to the Regional Water Board in advance of the July 1, 2018 deadline.

Please do not hesitate to contact me if you have any questions.

Respectfully,

A handwritten signature in cursive script that reads "David R. Williams".

David R. Williams

Executive Director
Bay Area Clean Water Agencies

cc: BACWA Board
BACWA Watershed Permit Points of Contact
Tom Mumley, Regional Water Quality Control Board

DRAFT

July 1, 2017

Mr. David R. Williams

Executive Director Bay Area Clean Water Agencies

Subject: Water Board's Intentions on the Key Tenets of the 2nd Watershed Permit

Dear Mr. Williams:

The Water Board and BACWA have been working collaborative over the last several years in support of the Water Board's Nutrient Management Strategy (NMS) which seeks, through scientific investigations, to better understand the impact of nutrient loadings on the beneficial uses of San Francisco Bay and if management actions will be needed to ensure protection of those beneficial uses.

The 1st Nutrient Watershed Permit adopted in 2014 laid the groundwork for 1. A better understanding the feasibility and costs of treatment alternatives to reduce nutrients; 2. Monitoring and Reporting trends in nutrient loadings to the Bay; and 3. Providing increased funding of the scientific investigations as part of a multi-year Science Plan. We are now into the fourth year of the five-year Watershed Permit and the Water Board is looking to towards subsequent Watershed Permits to ensure that key data and information is available and analyses completed to support taking the appropriate regulatory actions in the future. With the progress being made under the 1st Watershed Permit the Water Board would like to see additional progress made under the 2nd Permit. The purpose of this letter is to set forth the Water Board staff's intention on the key tenets that will be included in the proposed 2nd Watershed Permit that will be presented to the Water Board for adoption in 2019.

The key tenets that we envision being included in the 2nd Watershed Permit include the following:

1. Individual plant nutrient monitoring and reporting
2. Group Annual Reporting showing trends in nutrient loadings to the Bay
3. Funding for the NMS scientific investigations
4. A regional assessment of the feasibility and cost for reducing nutrients through means other than treatment and discharge at the POTW and for which other benefits may be realized
5. Establishing a baseline for POTWs that undertake early actions to reduce nutrients

Further delineation and explanation of these key tenets is included in Attachment A to this letter. We understand that the BACWA membership has reviewed these tenets and concurs that if these are the main tenets around which the requirements of the 2nd Watershed Permit will be developed, that the desire is for each member of BACWA to be named in the 2nd Watershed Permit. BACWA will also voluntarily contribute \$200k in FY 18 and FY 19 to help address the funding gap that exists in the Science Plan.

The Water Board feels continued collaboration with the Bay Area POTWs on this important issues is very valuable and provides a model for working together on difficult regulatory issues. We look forward to continuing this effort to the benefit of the Bay environment and the residents of the Bay Area.

Sincerely,

Bruce Wolfe

Executive Officer

Cc:

SF Bay Water Board Members

David Smith, EPA Region IX

Ian Wren, BayKeeper

ATTACHMENT A

Key Tenets of 2nd Nutrient Watershed Permit

1. Individual plant nutrient monitoring and reporting

The 2nd Watershed Permit will contain requirements for individual plant monitoring and reporting for nutrients using the same constituents and monitoring frequency as described in the 1st Watershed Permit.

2. Group Annual Reporting showing trends in nutrient loadings to the Bay

There will be a requirement to produce an annual report showing the trends in nutrient loadings in the various subembayments the same as described in the 1st Watershed Permit and with similar content as has been provided by BACWA to date.

3. Funding for the NMS scientific investigations

The increase in science funding is nominally set at 2.5 x the amount in the 1st WS Permit or \$2.2 M/year for five years. The actual annual commitment will be based on the number of BACWA members participating as of the start of FY 20. If all BACWA members continue participation, the funding commitment in the 2nd WS Permit will be set at \$2.5M/yr. If one or more members decide not to participate, the amount designated in the 2nd WS Permit will be reduced by their Nutrient Surcharge as of FY 19 as shown in the attached schedule of projected Nutrient Surcharges. Thus individual BACWA members will have certainty as to their Nutrient Surcharge since it will be independent of what other BACWA member agencies participate in the 2nd Watershed Permit.

4. A regional assessment of the feasibility and cost for reducing nutrients through means other than treatment and discharge at the POTW and for which other benefits may be realized

The 2nd Watershed Permit will contain the requirement to complete a regional study that will look at regional opportunities for non-grey scape approaches to reduce nutrients (e.g. wetland, irrigation recycling,

others). The approach for conducting the study will be similar to that utilized with the Optimization/Upgrade Study. BACWA will issue a Request for Proposals and select a consultant. A Scoping and Evaluation Plan will be prepared and reviewed with the WB to set the Scope of Work. The Water Board will be briefed on progress as the study is completed.

5. Establishing a baseline for POTWs that undertake early actions to reduce nutrients

The 2nd Watershed will recognize that some POTWs may voluntarily undertake early actions to reduce nutrients. Such actions would be at the agency's discretion. In recognition of early actions, the Permit will contain language that establishes a total nitrogen and total phosphorus baseline loading for the POTW. The baseline will be the total nutrient annual average for the previous two calendar years. If load caps are subsequently implemented in a future Watershed Permit, agencies who have implemented early actions and are continuing nutrient reductions thru early actions will be recognized with credits (Example: TN average load in previous two FYs prior to Early Actions = 1000 kg/day; reductions take place in FY 21; new loads = 600 kg/day; Load Caps implemented in 3rd WS Permit; Agency capped at 1000 kg/day as their baseline). If below their baseline, agencies may choose to use the credit to provide for future growth or participate in trading once a trading program has been developed.

Item 5: Requested Actions

1. Approve \$1,439,000 in NMS funding from new revenue and reserves to implement items C.1-C.5 and P.1-P.4, P.7, P.8, and P.11 in the FY18 Program Plan.
 - a. Assumes \$100,000 shortfall from RMP (i.e., RMP funding = \$400k)
 - b. Leaves ~\$10,000 in reserves
2. Approve items P.4 and P.6 to proceed at their current partial funding levels.
 - a. P.4 is 95% funded
 - b. For P.6, the scoped work for the 30k existing funds is a no-cost continuation of already-approved FY17 work.
3. Approve full implementation of items P.4-P.6, P.9, and P.10 in the FY18 Program Plan, contingent upon necessary funding being secured.

FY2018 NMS Budget		6/9/2017				
Revenue						
	Source					
R.1	Nutrient Permit FY2018	880,000				
R.2	RMP CY2018	400,000				
R.3	SEP	100,000				
	Total Revenue	1,380,000				

Project Total = estimated project total cost.

Existing Funds = available funds from related work in FY17 being carried forward to support this task.

New Funds = Proposed funding from FY18 Revenue or Reserve to support project.

The FY18 Program Plan proposes allocate available funding to fully support activities highlighted green, and partially fund those highlighted yellow.

Authorization is sought to proceed with the remaining projects (white), and fully fund the yellow, if sufficient funding can be obtained through fundraising.

	Fully funded
	Partially funded
	Unfunded

1	Program	Project Total	Existing Funds*	New Funds	Balance	% Funded
	Monitoring					
C.1	Ship-based sampling and sampling analysis	171,000	7,000	164,000	0	100%
C.2	Open-Bay and slough moored sensors: data analysis, interpretation, and maintenance	311,000	40,000	271,000	0	100%
	Modeling					
C.3	Biogeochemical model development and application	255,000	0	255,000	0	100%
	Program coordination					
C.4	Science Program Coordination	281,000	0	281,000	0	100%
C.5	Program management	56,000	0	56,000	0	100%
	Program subtotal	1,074,000	47,000	1,027,000		
2	Projects					
P.1	Monitoring pilot: Algal toxin monitoring in bivalves from Central, South, and Lower South Bay	153,000	0	153,000	0	100%
P.2	Monitoring pilot: Imaging flow cytobot, data interpretation	80,000	0	80,000	0	100%
P.3	Monitoring pilot: Regional integration of moored sensor programs	30,000	15,000	15,000	0	100%
P.4	Data analysis and synthesis	176,000	70,000	97,000	(9,000)	95%
P.5	Monitoring pilot: South Bay eastern shoal mooring	90,000	0	0	(90,000)	0%
P.6	DO related habitat quality, including biological indicators	80,000	30,000	0	(50,000)	38%
P.7	Expanded program coordination	60,000	20,000	40,000	0	100%
P.8	Management Alternative Evaluation	20,000	18,000	2,000	0	100%
P.9	Monitoring Pilot: South Bay eastern shoal HF mapping	72,000	0	0	(72,000)	0%
P.10	Mechanistic Harmful algae bloom investigations	75,000	0	0	(75,000)	0%
P.11	External Advising/Review: Modeling Advisory Group	25,000	0	25,000	0	100%
P.12	Coastal export	100,000	0	0	(100,000)	0%
P.13	Additional monitoring pilot projects	75,000	0	0	(75,000)	0%
P.14	Data management	40,000	0	0	(40,000)	0%
P.15	Biogeochem field studies	200,000	0	0	(200,000)	0%
	Project subtotal		153,000	412,000		
	Total			1,439,000		

Project Alternatives

		FY18 Estimated Funds		Program Area			Work Category and/or Type of Activity						
		Project	Running total	Nutrients	DO biomass	Phytoplankton HABs	Monitoring: program expansion	Monitoring: Efficiency, Better Information	Mechanistic study, process, rates	biological indicators, beneficial uses	AF, protective conditions: synthesis, testing, refining	Modeling	Future scenarios
P.1	MonitoringPilot: Toxins in mussels	\$153,000	\$153,000			X	X						
P.2	MonitoringPilot: Imaging flow cytobot, data interp.	\$80,000	\$233,000			X	X	X	X				
P.3	MonitoringPilot: in situ sensor calibration/validation	\$15,000	\$248,000	X	X	X		X					
P.7	Expanded Program Coordination	\$40,000	\$288,000										
P.8	Management Alternative Evaluation	\$2,000	\$290,000										
P.11	External Advising/Review: Modeling Advisory Group	\$25,000	\$315,000			X	X	X					
P.4	Data Analysis and Synthesis	\$97,000	\$412,000		X	X					X		
P.6	DO-related habitat quality, including biol indicators	\$50,000	\$462,000		X					X	X		
P.5	MonitoringPilot: Shoal mooring, South Bay	\$90,000	\$552,000	X	X	X	X						
P.9	MonitoringPilot:South Bay Eastern Shoal mapping	\$72,000	\$624,000	X	X	X	X	X				x	
P.10	Mechanistic HAB investigations	\$75,000	\$699,000			X	X	X	X		X		
P.12	Coastal export	\$100,000	\$799,000			X	X		X			X	
P.13	Additional Monitoring Pilot Studies	\$75,000	\$874,000	X	X	X	X	X	X				
P.14	Data management	\$40,000	\$914,000	X	X	X							
P.15	Biogeochem field studies	\$200,000	\$1,114,000	X	X				X			X	

- As we did with the FY17 Program Plan, we will seek authorization from the NMS SC to move forward on all projects, pending funding.
 - We will then pursue additional funding from other sources.
 - In FY17, we raised an additional ~\$1,000,000 beyond the NMS and RMP resources. So, some of the FY18 unfunded (or underfunded) projects will hopefully go forward.

	Fully funded
	Partially funded
	Unfunded

NOTE: Developing and implementing the NMS Observation Program (Monitoring) is among our highest priorities over the next several years. Several of the proposed projects are pilot projects to support during FY18, in addition to current monitoring program. Read about monitoring program design [here](#).

Summary of Feedback from Nutrient Technical Workgroup on 5/3/17

1. **There was consensus that P1-P4 were the highest priorities for available funding but that all proposed projects had merit. No projects should be eliminated from the list. If possible, at least a portion of P7 should be funded.**
2. P1 (Toxins in mussels). Add Tomales Bay mussels samples, as a way of beginning to get at these questions. Could be a relatively low cost start (maybe get an intern, or UCD-BML to help with this) (YS). *[Note: This is now included as a modest-cost project under P.10]*
3. P2 (IFCB) deliverable should be a phytoplankton community technical report with sections on HAB genera and cyanobacteria. (TH)
4. P4. The scope of the synthesis report was discussed
 - a. Define the deliverables more. (IW)
 - b. Scope should include developing key indicators that we can present consistently to track status and trends. Include review by science advisors and stakeholders. (MC)
 - c. Scope should include ground truthing the current AF with the latest data (IW)
 - d. There will need to eventually be an AF1.1 or 2.0; we need to be cognizant of the 7 year deadline in determining when to launch that effort. Should discuss at fall SC meeting (DW)
5. Adjusting Priorities: High Priorities for NMS Funds or Fundraising
 - a. P7 is a high priority. Consider funding at least some part of P7. Include coordination with coastal monitoring. (TH)
 - b. P15 should be higher priority because it is helpful for modeling. Should be above P10 at least. (MLE)
 - c. P6 is very important, but not sure that it should replace P1-P4. (ED)
6. Adjusting Priorities: Low Priorities for Fundraising
 - a. P13a (DNA) and P12 (coastal exports) are new topics and not a priority now (LV, TM, MLE)
 - b. P10 (HAB investigations) is not a good topic to pursue with NMS money. Studying the phytoplankton community and HABs, and mussel toxins are the best ways to pursue these issues at this time. (ED) *[Note: some of the projects included in P.10 are different than were originally presented to the NTW, some of them coming from the recent HAB workshop]*
7. P14. Data management
 - a. Initial focus should be on making the data accessible (YS)
 - b. Consider working with some data scientists from Silicon Valley to provide input. (YS)
 - c. Can this project be removed from the FY18 list if it is being funded with left-over FY17 monies? (IW)
8. P12- Expand Coastal Export to include Coastal Import (upwelling, seeding of HABs, nutrients, hypoxia events, ...) (TH)
9. Organization/Presentation
 - a. Group the proposed projects by the management questions they address. (YS)
 - b. Show how far along we are toward answering the questions using a gantt chart. (LT)
 - c. Split the larger projects into multiple tasks (YS). Some tasks may be appropriate for FY18, while others can wait. Not all or nothing. Example is coastal export. Some work in FY18 would be of interest to EBMUD but tackling on the whole issue should wait.
 - d. Group projects into two tiers - recommended for funding and not. It will be simpler. (PT)
10. Other Comments
 - a. C1.2 (Core Modeling). Convene a Model Evaluation Group (MEG) in the fall. Need funding for honoraria and travel. *[Included as Project P.11]*
 - b. P3. Edit text of intercalibration study. The DRMP budget number is \$15k, not \$50k.
 - c. Moored Sensors. Data on managed pond exports is a critical gap.

Stakeholder Attendance at 5/3/17 NTW Meeting

Luisa Valiela (EPA)

Eric Dunlavey (CSJ)

Diana Engle (LWA)

Mary Lou Esparza (Central San)

Samantha Etheridge (Palo Alto)

Tom Mumley (Water Board)

Tom Hall (EOA)

Ian Wren (Baykeeper)

Dave Williams (BACWA)

Lisa Thompson (Regional San)

Mike Connor (EBDA)

Kevin Buchan (WSPA)

Yuyun Shang (EBMUD)

Melanie Okoro (NOAA)



Environmental and Public Health Engineering

June 13, 2017

Sent via email to: dwilliams@bacwa.org

Mr. David Williams
Executive Director
Bay Area Clean Water Agencies (BACWA)
PO Box 24055, MS 59
Oakland, CA 94623

Subject: Proposal for Chlorine Residual Basin Plan Amendment Scope of Work Preparation

Dear Dave:

As requested, this letter transmits EOA's proposed scope of work and budget to assist BACWA with developing a scope of work outline for the technical assistance needed to support Regional Water Board (RWB) staff in adoption of a chlorine residual Basin Plan (BP) Amendment.

This proposal provides for approximately 18 hours to coordinate with BACWA members and RWB staff to develop a list of tasks where BACWA will provide technical support to the RWB in development of the documents needed for the BP Amendment. Our total budget is \$4,700, which includes a small allowance for incidental expenses in accordance with the fee schedule. The majority of assistance will be provided by Dr. Tom Hall, EOA Managing Engineer III. The work will be conducted on a time-and-materials basis according to the attached EOA 2017 Fee Schedule.

Work anticipated under this budget includes assistance with the following tasks, as directed by BACWA, and subject to the overall project budget. Work could include items such as:

- Meetings with BACWA and RWB staff
- Identification of chlorine residual water quality criteria for inclusion in the BP
- Identification of strategies of use of dilution credits in calculating effluent limits
- Identification of continuous monitoring compliance determination strategies including calculation of reporting levels and statistically based compliance frequencies
- Review of previous chlorine residual approaches by the SWRCB and other RWBs
- Preparation of draft scope of work for the agreed upon BACWA technical assistance

Sincerely,
EOA, Inc.

A handwritten signature in black ink that reads "Ray Goebel".

Ray Goebel, P.E.
Vice President – Operations

Attachment: EOA 2017 Fee Schedule



Environmental and Public Health Engineering

2017 FEE SCHEDULE

The following fee schedule covers personnel rates for EOA, Inc. staff.

Our charges are divided into two categories: personnel, and direct expenses. A new fee schedule is issued at the beginning of each year. Charges for all work, except where other arrangements have been made, are based on the new schedule of charges.

PERSONNEL

Personnel charges are for any technical, clerical or administrative work necessary to perform the project. Work tasks include geologic and environmental consulting, engineering and computer services, regulatory liaison, and report preparation. Personnel rates are as follows:

Personnel Category	Hourly Rates
Principal Engineer	\$263
Managing Engineer/Scientist III.....	\$255
Managing Engineer/Scientist II	\$242
Managing Engineer/Scientist I	\$231
Senior Engineer/Scientist III – Project Leader	\$212
Senior Engineer/Scientist/Planner II.....	\$194
Senior Engineer/Scientist/Planner I.....	\$178
Associate Engineer/Scientist III	\$169
Associate Engineer/Scientist II.....	\$160
Associate Engineer/Scientist I	\$137
Technician	\$108
Clerical/Computer Data Entry	\$76

Charges for professional services are in increments of one quarter-hour. Depositions/legal testimony charged portal-to-portal, at 200% of standard rates, with a four-hour minimum charge. In accordance with California Civil Procedure 2037.7, where applicable, the minimum fee must be paid prior to commencement of testimony. Preparation for court cases is charged on a time-and-materials basis as outlined in this fee schedule.

DIRECT EXPENSES

Reimbursement for expenses directly related to services provided will be charged at cost plus 10%. Examples of such direct expenses include:

- Costs of sub-consultants or subcontractors
- Costs of special fees (insurance, permits, etc.)
- Costs of long-distance telephone, copying, drafting, blueprints, etc. (EOA copies charged at \$0.10 each for B&W, \$0.35 each for color. Large format \$0.15/sq ft for B&W, \$0.50/sq ft for color)
- Costs of color map production supplies (color ink and large format paper)
- Costs or rental of special equipment
- Costs of authorized travel outside Bay Area
- Automobile mileage directly related to services, at current IRS rate (2017 rate is \$0.535/mile)

INVOICES

Invoices are prepared and submitted on a monthly basis, as either final or progress billings and are payable upon receipt unless prior arrangements have been made. Interest of 1-1/2% per month, or the maximum rate allowed by law, is payable on accounts not paid within 30 days.

Annual BACWA AIR Committee Meeting with BAAQMD: Agenda

Date: June 21, 2017

Time: 11 AM - 2 PM

Location: BAAQMD Headquarters - 375 Beale Street, San Francisco, CA 94105

- 1) 11:00 - 11:10 Welcome and Introductions**
- 2) 11:10 - 11:40 Clean Air Plan**
 - a) How will BAAQMD handle conflicting control measures? For example:
 - i) GHG reduction VS toxic air contaminant reduction -
SS16 (Basin-Wide Methane Strategy) VS SS20 (Air Toxics Risk Cap and Reduction from Existing Facilities) VS WR1 (Limit GHGs from POTWs)
 - ii) Odors and diversion of food waste to POTWs -
SS40 (Odors) VS WA3 (Green Waste Diversion)
 - b) The Air District noted five measures (SS16, WA1, WA2, WA3, and WR1) to be prioritized for implementation. BAAQMD expressed willingness to work directly with BACWA members through the development and implementation of some measures to inform the process. Can we discuss how to do that for each of the priority measures?
- 3) 11:40 - 12:00 Particulate Matter (Regulation 6, Rule 1)**
 - a) BAAQMD added a new Regulation 6: General Provisions, Definitions and Test Methods and draft amendments to Regulation 6, Rule 1: General Requirements and other new rules under Regulation 6. The requirement to reduce TSP concentration and mass emission limits 2 years after adoption is directly impacting some POTWs. Can BAAQMD provide an update on what additional changes are likely under Regulation 6 for PM10 and PM2.5? Are the upcoming updates captured in the Clean Air Plan Control Measures SS31 through SS37?
- 4) 12:00 - 12:15 Lunch Served**
- 5) 12:15 - 12:45 Health Risk Screening (Proposed Rule 11-18)**
 - a) Model inputs – BAAQMD has plans to update POTW specific emission factors and other data inputs with the help of BACWA. <Courtney, I'm not sure of the question here other than to see where we're at by the time we get to this meeting>
 - b) Distance Adjustment Factors
 - i) How are worker receptor locations determined?
 - ii) What does “reasonably be expected to be exposed” mean? (2-5-218)
 - c) Fees (Regulation 3)

- i) The number of Health Risk Screenings is limited to three (3) scenarios. Since public agencies take the lowest responsive bid, should POTWs submit based on the two more likely equipment providers and “save” one for the equipment that is ultimately selected? For example, for standby generators.

6) 12:45 - 1:30 Organic Waste Diversion in support of ARB's Short-Lived Climate Pollutant Reduction Strategy (via Senate Bill 1383) vs BAAQMD Regulations (i.e., Rules 2-5, 9-2, and 11-18)

- a) **BACWA Update on Senate Bill 1383** - SB 1383 mandates 75% diversion of organic waste from landfills statewide in effort to reduce methane (a short-lived climate pollutant, SLCP) from landfills. The SLCP Reduction Strategy calls on POTWs with excess anaerobic digestion capacity to be part of the solution by accepting food waste to co-digest it with solids to generate biogas and beneficially use it as a transportation fuel (offsetting fossil fuel based transportation fuel). BACWA will provide a summary of the impact of this bill.
- b) **Odors/Hydrogen Sulfide** - Rule 9-2 states “A person shall not emit during any 24-hour period, hydrogen sulfide in such quantities as to result in ground level concentrations in excess of 0.06 ppm averaged over three consecutive minutes or 0.03 ppm averaged over any 60 consecutive minutes.”

POTWs are frequently located in industrial areas, near landfills, or in proximity to the tidal wetlands of the Bay. How would compliance with this regulation be determined given either multiple potential sources or background levels of H₂S in the vicinity?

7) 1:30 - 1:50 Permits for Temporary Pilot Test Projects

- a) Can we discuss developing a process to provide for permits for temporary pilot test operations similar to SCAQMD's process?

8) 1:50 - 2:00 Closing

BACWA Toxicity Workshop

Draft Agenda

Monday September 18, 2017

Confirmed: Stephen Clark, PERL
Adrienne Cibor, Nautilus
Phil Markle, LACSD
Dan Jackson, City of Benicia

Tentative: SFPUC lab staff
San Jose lab staff

1. Toxicity 101 – *Dan Jackson, agency staff, Phil Markle, Stephen Clark*
 - a. How are toxicity tests conducted?
 - b. How is toxicity evaluated using the test result data?
 - i. Point Estimates
 - ii. TST
 - c. How to conduct a TRE
 - d. Species screening
 - e. How to review lab reports
2. Draft State Toxicity Provisions – *Lorien Fono, Phil Markle*
 - a. Numeric Limits – MDEL and MMEL
 - b. Reasonable Potential
 - c. Monitoring Frequency
3. Tips and Tricks for conducting toxicity testing (Panel Discussion) – *Agency staff, Stephen Clark, Adrienne Cibor*

Example topics:

 - a. How to choose a lab
 - b. How to negotiate a permit
 - c. How to cut costs
 - d. Cost vs. data quality tradeoffs
 - e. Confounding factors that can effect toxicity tests



2018 BACWA EXECUTIVE BOARD REGULAR MONTHLY MEETING SCHEDULE

DATE	TIME	LOCATION
January 19, 2018 (Tentative) <i>(Annual Member Meeting – no regular Board meeting in January)</i>	8:30 – 3:30	TBD
February 16, 2018	9:00 – 12:30	SFPUC, Hetch Hetchy Room
March 16, 2018	9:00 – 12:30	EBMUD Lab Library
April 20, 2018	9:00 – 12:30	SFPUC, Hetch Hetchy Room
May 18, 2018	9:00 – 12:30	EBMUD Lab Library
June 15, 2018	9:00 – 12:30	SFPUC, Hetch Hetchy Room
July 20, 2018	9:00 – 12:30	EBMUD Lab Library
August 17, 2018	9:00 – 12:30	SFPUC, Hetch Hetchy Room
September 21, 2018 <i>(Pre-Pardee Tech Seminar)</i>	8:30 – 8:45 9:00 – 4:30	EBMUD Lab Library
October 25-26, 2018 (Tentative) <i>(Pardee Tech Seminar)</i>	TBD	EBMUD Pardee Facility
November 16, 2018	9:00 – 12:30	SFPUC, Hetch Hetchy Room
December 21, 2018 <i>(Holiday Lunch)</i>	9:00 – 2:00	EBMUD Lab Library

Special Board Meetings to be scheduled in 2018:

Joint BACWA/San Francisco Bay Regional Water Board meetings will be scheduled for March, May, July, October (Pardee), and December

**Bay Area Consortium for Water and Wastewater Education
(BACWWE)**

Membership Meeting Summary

May 31, 2017

10:00 am – 1:30 pm

EBMUD Orinda Watershed Headquarters

- 1. Introductions (All):** Attendees introduced themselves (See sign in sheet attached). Also attached is the packet handout provided at the meeting.
- 2. Purpose and Brief History of the BACWWE Program (Exec Committee):**
The Executive Committee (EC) provided the genesis of the program and a brief history of the BACWWE coalition. There have been roughly 1500 students who have participate in the Solano program, several of whom are employees or have been hired by Bay Area agencies. The need continues for the program.
- 3. BACWWE Relationship with BACWA (BACWA Exec Dir):** It was explained that BACWWE is not a BACWA program funded by BACWA dues. Instead it is a program of Special Benefit allowed under the BACWA JPA. All revenues for BACWWE are kept in a separate fund and are only dispersed when approved by BACWWE. BACWWE pays BACWA the nominal amount of \$2500/year for contracting and administrative support. The direction of the BACWWE program is set by its members.

The current BACWWE fund balance and expenditures over the last fiscal year are shown attached (2 of 9 in packet). Invoicing for FY 17 is shown attached (4 of 9 in packet). Student expenses (i.e. tuition and books) for the Gavilan Program are shown attached (6 of 9 in packet). The Gavilan Program costs \$5,200/month for consultant support plus roughly \$6,000/class for student reimbursements.

- 4. Activities Over the Last Year and Current Status of the BACWWE Program at Solano and Gavilan Colleges (Executive Committee):** Starting in FY 17 a pilot was initiated with Gavilan. Unlike the Solano program, which is a contract based program (i.e. a lump sum paid to Solano for conducting each class), the Gavilan Program was tuition based whereby the students were reimbursed for tuition and books upon successful completion of a class. The pilot was initiated in response to concerns about staff turn-over and responsiveness of the Solano Program. Roughly 60 students have taken course work through the Gavilan Program. A consultant was hired by BACWWE to promote and market the program to help ensure a minimum class size of 20 students was achieved. The consultant created their own web site known as Bay Area Consortium for Clean Water Education (BACCWE).
- 5. Review and Discussion of the Solano Proposal (Dr. Williams):** Solano College desires to continue and revitalize the BACWWE program and has submitted a proposal (see attached proposal in packet) which offers a reduction in the historical charge for contracting for class units. Solano offers both contract classes as well as tuition based classes. Solano knows their web site is not the most user friendly and is in the process of re-designing the web site for easier use of all visitors. Solano has a database of information on the students that have gone through the BACWWE program. Solano indicated their commitment to work with BACWWE to revitalize the program and make improvements that will better serve the needs of the BACWWE members.
- 6. Status and Future of the Gavilan Students (All):** A concern was expressed that having two programs was confusing to the students and also stretched the limited volunteer resources of the BACWWE membership. The fact that two separate web sites existed was of particular concern. The Gavilan

Program classes to date had been provided in the South Bay Area but after discussion it was clear that Solano could provide courses at remote locations all around the Bay Area if desired. If BACWWE decided to continue with one program, and that was the Solano program, the members wanted to make sure that students who had already taken courses through Gavilan would: 1. Be provided the opportunity to continue under the Solano Program and 2. Have any credits obtained through Gavilan transferred to Solano. Solano indicated that this was doable.

A quick calculation of a cost comparison of the two programs going forward showed that two, 3-credit classes per semester for FY 18 would cost roughly **\$86,400** for the year at Gavilan (i.e. \$62,400 consultant fee + \$6,000 for each class (4 x \$6,000 = \$24,000 in student reimbursement). The same offering through Solano under their new proposal would be roughly **\$39,000** (4 x \$9,750).

Weighing all aspects of the discussion, the BACWWE members decided that one program at Solano was the direction they wanted to pursue.

- 7. Discussion of Options for the Solano Fall Semester Classes (All):** the members provided input into what classes should be offered in the Fall. It was pointed out that class offerings for the Gavilan Program had already been posted and that students who had expressed an interest in taking those classes should be informed that classes will now be provided under the Solano program. The issue of location of the classes was also discussed. It was decided that a site in South Bay and East Bay would be preferable for Fall classes. It was agreed that the Executive Committee should work with Solano College to propose a Fall class schedule that would be provided to the BACWWE members.
- 8. Outreach Plan for Maximizing Class Size (All):** Solano indicated they had some capability for outreach to existing and new students via the use of their database and their on-going outreach programs for the entire college. One of the easiest and best methods for outreach would be for all of the

BACWWE members and BACWA to create a link on their agency web sites to provide information and linkage to the BACWWE program offered at Solano. A more robust outreach program needs to be further discussed amongst the BACWWE members and Solano but the immediate need is to get the program revitalized by setting a class schedule for the Fall and using existing databases and agency contacts to fill the class rosters.

- 9. BACWA Invoicing for FY 18 (BACWA Exec Dir):** The members directed BACWA to prepare invoices for FY 18 and to include all the current BACWWE members with dues being the same as was invoiced in FY 17.

- 10. Discussion and Adoption of Plan for the Future Governance of BACWWE (All):** The members elected to have the current Executive Committee continue for FY 18. The members are Chad Davisson of Ironhouse Sanitary District, Jim Smith of EBMUD and Levi Fuller of DSRSD. Chad was designated as the Chair of BACWWE.

- 11. Summary of Action Items (BACWA Exec Dir):** Several action items were agreed to during the meeting as follows:

- a. The Executive Committee (EC) and Solano to discuss and propose a class scheduled for Fall 2018
- b. Location of classes for Fall of 2018 should be South Bay and East Bay with venues to be determined.
- c. The EC and Solano will coordinate to provide the BACWWE members with a link that can be placed on each member's web site
- d. Solano will develop an approach for transferring credits for students from the Gavilan Program to the Solano program
- e. Chair will inform the consultant to the Gavilan program that their contract will be terminated in accordance with the terms of the agreement and that any final invoice should be submitted.

12.Next Steps (All): Action items need to be completed and BACWA is to set another membership meeting for mid-summer. Parking lot items that need further discussion include:

- a. Expansion of the BACWWE membership to other Bay Area water and wastewater agencies
- b. Design of a more robust outreach program to attract students into the program.
- c. Review of the original Charter for BACWWE to ensure it is still up to date
- d. Future dues structure

BACWWE Membership Meeting**May 31, 2017****10:00 am - 1:00 pm****Agenda****EBMUD Orinda Watershed HQ**

1. Introductions (All)
2. Purpose and Brief History of the BACWWE Program (Exec Committee)
3. BACWWE Relationship with BACWA (BACWA Exec Dir)
4. Activities Over the Last Year and Current Status of the BACWWE Program at Solano and Gavilan Colleges (Executive Committee)
5. Review and Discussion of the Solano Proposal (Dr. Williams)
6. Status and Future of the Gavilan Students (All)
7. Discussion of Options for the Solano Fall Semester Classes (All)
8. Outreach Plan for Maximizing Class Size (All)
9. BACWA Invoicing for FY 18 (BACWA Exec Dir)
10. Discussion and Adoption of Plan for the Future Governance of BACWWE (All)
11. Summary of Action Items (BACWA Exec Dir)
12. Next Steps (All)

David Williams

From: David Williams
Sent: Tuesday, May 30, 2017 8:36 PM
To: David Williams
Subject: FW: BACWWE Meeting for Supporting Agencies
Attachments: Payments to Solano 2014 thru 2016.xlsx; FY16 List of BACWWE Participants.xlsx; FY17 List of BACWWE Participants.xlsx; FY17 BACWWE Contact List & Sign in.xlsx; Payments to Gavilan Students in FY17.xlsx

The current balance in the WOT Fund:

FY17 Beginning Balance: \$33,608

Total Invoiced in FY17: \$148,500

Total Receipts thru March 2017: \$141,214 (\$214 is interest)

Total Disbursements thru March 2017: \$52,122

Balance as of March 31, 2017 Treasurer's Report: **\$122,700**

Receipts since 3/31/17: \$1,500 (for a total of \$142,714 in FY17) (\$214 is interest) (difference in total is \$6,000 – EBMUD paid ½ of FY17 invoice in FY16)

Disbursements since 3/31/17: \$3,347.92 – Invoices received in May for some of Gavilan students, not yet disbursed.

There should be additional invoices received in June for Gavilan students.

Received invoice from Barbara Hockett on 5/30/17 for \$10,400.

Balance to date: **\$110,452.08** (including invoice from B Hockett just received and less additional invoices form Gavilan students for Spring 2017 semester).

Payments to Barbara Hockett in FY16 & 17:

Barbara Hockett FY16	BACWWE Apr-June 2016	13,743	\$15,600.00
Barbara Hockett FY17	BACWWE July-Sept 2016	13,793	\$16,100.00
Barbara Hockett FY17	BACWWE Oct-Nov 2016	13,818	\$10,400.00
Barbara Hockett FY17	BACWWE Dec 2016	13,859	\$10,400.00
Barbara Hockett FY17	BACWWE Feb & Mar 2017	13,886	\$10,400.00
Barbara Hockett	BACWWE April & May 2017	13,929	\$10,400.00
TOTAL			\$73,300.00

David R. Williams
Executive Director
Bay Area Clean Water Agencies (BACWA)
Cell: 925-765-9616
Email: dwilliams@bacwa.org

As of	5/30/2017				WOT1 WOT
	CUST ID	CUSTOMER NAME	ADDRESS	CONTACT INFO	
1	CECO3006	CCCSO (Central Contra Costa Sanitation District)	Roger Bailey Central Contra Costa Sanitary District 5019 Imhoff Martinez, CA 94553-4392	Roger Bailey	12000
2	CEMA3000	CMSA (Central Marin Sanitation Agency)	Jason Dow Central Marin Sanitation Agency 1301 Anderson Drive San Rafael, CA 94901	Jason Dow	8000
3	CIBR3000	City of Brentwood	City of Brentwood Casey Wichert-WW Operations Mgr 150 City Park Way Brentwood, CA 94513	Casey Wichert	3000
4	DEDI3002	DDSD (Delta Diablo Sanitation District)	Gary Darling Delta Diablo Sanitation District 2500 Pittsburg-Antioch Highway Antioch, CA 94509-1373	Gary Darling	12000
5	DIWA3000	Diablo Water District	2107 Main Street Oakley, CA 94561-3303	Mike Yeraka	3000
6	DUSA30004	DSRSD (Dublin-San Ramon Services District)	Dan Gallagher Dublin San Ramon Service District 7399 Johnson Dr. Pleasanton, CA 94588	Dan Gallagher	12000
7	EABA3010	EBMUD (East Bay Municipal Utilities District)	James Smith East Bay Municipal Utility District P.O. Box 24055 Oakland, CA 94623-1055	James Smith	6000
7	EABA3010	EBMUD (East Bay Municipal Utilities District)	Dave Frietas East Bay Municipal Utility District P.O. Box 24055 Oakland, CA 94623-1055	Dave Frietas	6000
8	FASU3001	FSSD (Fairfield Suisun Sewer District)	Greg Baatrup, General Manager Fairfield-Suisun Sewer District 1010 Chadbourne Rd. Fairfield, CA 94585	Greg Baatrup	12000
9	IRSA3000	Ironhouse Sanitary District	Chad Davidson c/o Sue Walde, District Secretary Ironhouse Sanitary District 450 Walnut Meadows Drive Oakley, Ca 94561	Chad Davidson	4000
10	LAGA3000	Las Gallinas Valley Sanitary District (LGVSD)	Mark Williams, District Manager Las Gallinas Valley Sanitary District 300 Smith Ranch Road San Rafael, CA 94903	Mark Williams	3000
11	LICI3000	City of Livermore	Darren Greenwood City of Livermore 101 W. Jack London Blvd. Livermore, CA 94550	Darren Greenwood	8000
12	MACI3000	City of Martinez	Chris Kania, Water Superintendent 525 Henrietta Street Martinez, CA 94553	Allen Pellegrini	1500
12	MACI3000	City of Martinez	Allen Pellegrini, Water Superintendent 525 Henrietta Street Martinez, CA 94553	Allen Pellegrini	1500
13	MTVI3000	Mt. View Sanitary District (MVSD)	Michael Roe, Manager Mt. View Sanitary District P.O. Box 2757 Martinez, CA 94553	Michael Roe	3000
14	ORLO3001	Oro Loma Sanitary District	Manuel Talledo-Garcia Supervisor of Plant Operations 2600 Grant Avenue San Lorenzo, CA 94580-1838	Manuel Talledo-Garcia	8000
15	RICI3003	City of Richmond WPCP (Veolia Water on TR)	Aaron Winer City of Richmond WPCP U.S. Filter 601 Canal Blvd. Richmond, CA 94804	Aaron Winer	3000
16	ROCI1960	Rodeo	Steven Beall Rodeo Sanitary District 800 San Pablo Avenue Rodeo CA 94572	Steven Beall	3000
17	SACI3004	City of San Leandro	City of San Leandro Wastewater Treatment Plant 3000 Davis Street San Leandro, CA 94577	Dean Wilson	1500
18	SAMA3003	Sausalito/Marin City Sanitary District (S/MCSD)	Jeffrey Kingston Sausalito/Marin City Sanitary District 1 East Road Sausalito, CA 94965-2575	Jeffrey Kingston	3000
19	SOBA3001	Silicon Valley Clean Water (SVCW) (formerly South Bayside System Authority)	Daniel T. Child, Manager South Bayside System Authority 1400 Radio Road Redwood City, CA 94065	Daniel T. Child	12000
20	UNSA3002	Union Sanitary District	David Livingston Plant Manager Union Sanitary District 5072 Benson Road Union City, CA 94587	David Livingston	12000
21	WECO3003	West County Wastewater District	E. J. Shalaby, District Manager West County Wastewater District 2910 Hilltop Drive Richmond, CA 94806	E.J. Shalaby	8000
22	ZOWA3001	Zone 7 Water Agency (County of Alameda)	100 North Canyons Parkway Livermore, CA 94551	Jili Duerig	3000
		TOTAL			\$148,500.00
		Primary Member			
		New or Cancelled			
		Invoiced in a different FY			
		Second Invoice for same FY			

FY 17 Billing			
CUSTOMER NAME	ADDRESS	CONTACT INFO	WOT1
CCCSO (Central Contra Costa Sanitation District)	Roger Bailey Central Contra Costa Sanitary District 5019 Imhoff Martinez, CA 94553-4392	Roger Bailey	12000
CMSA (Central Marin Sanitation Agency)	Jason Dow Central Marin Sanitation Agency 1301 Anderson Drive San Rafael, CA 94901	Jason Dow	8000
City of Brentwood	City of Brentwood Casey Wichert-WW Operations Mgr 150 City Park Way Brentwood, CA 94513	Casey Wichert	3000
DDSD (Delta Diablo Sanitation District)	Vince De Lange Delta Diablo Sanitation District 2500 Pittsburg-Antioch Highway Antioch, CA 94509-1373	Vince de Lange	12000
Diablo Water District	87 Carrel Lane Oakley, CA 94561-1690	Mike Yeraka	3000
DSRSD (Dublin-San Ramon Services District)	Dan Gallagher Dublin San Ramon Service District 7399 Johnson Dr. Pleasanton, CA 94588	Dan Gallagher, Levi Fuller	12000
EBMUD (East Bay Municipal Utilities District)	James Smith East Bay Municipal Utility District P.O. Box 24055 Oakland, CA 94623-1055	James Smith	6000
EBMUD (East Bay Municipal Utilities District)	Tepa Banda East Bay Municipal Utility District P.O. Box 24055 Oakland, CA 94623-1055	Tepa Banda	6000
FSSD (Fairfield Suisun Sewer District)	Greg Bastrup, General Manager Fairfield-Suisun Sewer District 1010 Chadbourne Rd. Fairfield, CA 94585	Greg Bastrup	12000
Ironhouse Sanitary District	Chad Davisson c/o Sue Waldo, District Secretary Ironhouse Sanitary District 450 Walnut Meadows Drive Oakley, Ca 94561	Chad Davisson	4000
Las Gallinas Valley Sanitary District (LGVSD)	Mark Williams, District Manager Las Gallinas Valley Sanitary District 300 Smith Ranch Road San Rafael, CA 94903	Mark Williams	3000
City of Livermore	Helen Ling City of Livermore 101 W. Jack London Blvd. Livermore, CA 94550	Helen Ling	8000
City of Martinez	Allen Pellegrini, Water Superintendent 525 Henrietta Street Martinez, CA 94553	Allen Pellegrini	3000
City of Martinez	Allen Pellegrini, Water Superintendent 525 Henrietta Street Martinez, CA 94553	Allen Pellegrini	
Mt. View Sanitary District (MVSD)	Michael Roe, Manager Mt. View Sanitary District P.O. Box 2757 Martinez, CA 94553	Michael Roe	3000
Oro Loma Sanitary District	Oro Loma Sanitary District Manuel Taliedo-Garcia Superior of Plant Operations 2000 Grant Avenue San Lorenzo, CA 94580-1838	Manuel Taliedo-Garcia	8000
City of Richmond WPCP (Voolia Water on TR)	Aaron Winer City of Richmond WPCP U.S. Filter 601 Canal Blvd. Richmond, CA 94804	Aaron Winer	3000
Rodeo	Steven Beall Rodeo Sanitary District 600 San Pablo Avenue Rodeo CA 94572	Steven Beall	3000
City of San Leandro	Dean Wilson City of San Leandro Wastewater Treatment Plant 3000 Davis Street San Leandro, CA 94577	Dean Wilson	1500
Sausalito/Marin City Sanitary District (S/MCSD)	Jeffrey Kingston Sausalito/Marin City Sanitary District 1 East Road Sausalito, CA 94965-2575	Jeffrey Kingston	3000
Silicon Valley Clean Water (SVCW) (formerly South Bay Area System Authority)	Daniel T. Child, Manager South Bay Area System Authority 1400 Radio Road Redwood City, CA 94065	Daniel T. Child, Monte Hamamoto	12000
Union Sanitary District	Armando Lopez Plant Manager Union Sanitary District 5072 Benson Road Union City, CA 94587	Armando Lopez	12000
West County Wastewater District	Brian Hill, District Manager West County Wastewater District 2910 Hilltop Drive Richmond, CA 94808	Brian Hill	8000
Zone 7 Water Agency (County of Alameda)	100 North Canyons Parkway Livermore, CA 94551	Jill Duerig, Colter Anderson	3000
TOTAL WOT			\$148,500.00

	BACWWE supporting Agencies and Contacts	BACWA Member	Contact	Email	Sign In
1	CCCSO (Central Contra Costa Sanitation District)	X	Teji O'Malley	tomalley@centralsan.org	
1	CCCSO (Central Contra Costa Sanitation District)	X	Emily Barnett	ebarnett@centralsan.org	
2	CMSA (Central Marin Sanitation Agency)	X	Jason Dow	jdow@centralmarinsan.org	
3	City of Brentwood		Casey Wichert	cwichert@brentwoodca.gov	
4	DDSD (Delta Diablo Sanitation District)	X	Vince De Lange	vdelange@ebmud.com, vince@deltadiablo.org	
5	Diablo Water District		Mike Yeraka	Mikegm1@aol.com	
6	DSRSD (Dublin-San Ramon Services District)	X	Levi Fuller	gallagher@dsrsd.com	
6	DSRSD (Dublin-San Ramon Services District)	X	Sue Stephenson	stephenson@dsrsd.com	
7	EBMUD (East Bay Municipal Utilities District)	X	Dave Freitas	dfreitas@ebmud.com	
7	EBMUD (East Bay Municipal Utilities District)	X	Jim Smith	james.smith@ebmud.com	
8	FSSD (Fairfield Suisun Sewer District)	X	Greg Baatrup	gbaatrup@fssd.com	
9	Ironhouse Sanitary District		Chad Davisson	davisson@isd.us.com	
10	Las Gallinas Valley Sanitary District (LGVSD)	X	Mark Williams	mwilliams@lcvsd.org	
11	City of Livermore	X	Darren Greenwood	dgreenwood@cityoflivermore.net	
11	City of Livermore	X	Helen Ling	hfling@cityoflivermore.net	
12	City of Martinez	X	Allen Pellegrini	apellegrini@cityofmartinez.org	
12	City of Martinez	X	Hirin Patel	hpatel@cityofmartinez.org	
13	Mt. View Sanitary District (MVSD)	X	Michael Roe	mroe@mvsd.org	
14	Oro Loma Sanitary District	EBDA	Manuel Toledo-Garcia	manuel@oroloma.org	
15	City of Richmond WPCP (Veolia Water on TR)	X	Aaron Winer	aaron.winer@veoliawaterma.com	
16	Rodeo	X	Steven Beall	bealls@rodeosn.org	
17	City of San Leandro	EBDA	Dean Wilson	dwillson@sanleandro.org	
18	Sausalito/Marin City Sanitary District (S/MCSD)	X	Jeff Kingston	jeffrey@smcsd.net	
19	Silicon Valley Clean Water (SVCW) (formerly South Bayside System Authority)	X	Dan Child	DChild@svcw.org	
19	Silicon Valley Clean Water (SVCW) (formerly South Bayside System Authority)	X	Monte Hamamoto	MHamamoto@svcw.org	
20	Union Sanitary District	EBDA	Paul Eldridge	paule@unionsanitary.ca.gov	
20	Union Sanitary District	X	Armando Lopez	armandol@unionsanitary.ca.gov	
21	West County Wastewater District	X	Brian Hill	bhill@wcvwd.org	
21	West County Wastewater District	X	Ed McCormick	EMcCormick@wcvwd.org	
22	Zone 7 Water Agency (County of Alameda)		Jill Duerig	jduerig@zone7water.com	
22	Zone 7 Water Agency (County of Alameda)		Colter Anderson	candersen@zone7water.com	

Payments to Gavilan Students for FY 16								
Name	Description	Program	ID	Amount	Date Received	Class	Credits	
Matthew Anderson	Gavilan Fall 2016	BACCWE	13,837	\$230.19	1/5/2017	Water 101		
Daniel Buenrostro	Gavilan Fall 2016	BACCWE	13,838	\$232.97	1/5/2017	Water 101		
Mary Grace Calanog	Gavilan Fall 2016	BACCWE	13,839	\$303.45	1/5/2017	Water 101		
Chris Child	Gavilan Fall 2016	BACCWE	13,840	\$314.52	1/5/2017	Water 101		
David L. Diaz	Gavilan Fall 2016	BACCWE	13,841	\$301.63	1/5/2017	Water 101		
Dante Franco	Gavilan Fall 2016	BACCWE	13,842	\$270.29	1/5/2017	Water 101		
Jaime R. Garcia	Gavilan Fall 2016	BACCWE	13,843	\$289.95	1/5/2017	Water 101		
Maria Gawat	Gavilan Fall 2016	BACCWE	13,844	\$233.97	1/5/2017	Water 101		
Ramin Harooni	Gavilan Fall 2016	BACCWE	13,845	\$243.10	1/5/2017	Water 101		
Derik Huber	Gavilan Fall 2016	BACCWE	13,846	\$167.00	1/5/2017	Water 101		
Grant Huber	Gavilan Fall 2016	BACCWE	13,847	\$203.43	1/5/2017	Water 101		
Robert Ishaya	Gavilan Fall 2016	BACCWE	13,848	\$301.02	1/5/2017	Water 101		
Tiffany Maksoud	Gavilan Fall 2016	BACCWE	13,849	\$167.00	1/5/2017	Water 101		
Edward McDonald	Gavilan Fall 2016	BACCWE	13,850	\$300.71	1/5/2017	Water 101		
Edward McGinley	Gavilan Fall 2016	BACCWE	13,851	\$232.97	1/5/2017	Water 101		
Demi Pacifuentes	Gavilan Fall 2016	BACCWE	13,852	\$254.96	1/5/2017	Water 101		
YunJo Park	Gavilan Fall 2016	BACCWE	13,853	\$232.90	1/5/2017	Water 101		
Rocky Van Dergriff	Gavilan Fall 2016	BACCWE	13,854	\$289.95	1/5/2017	Water 101		
Christian Winn	Gavilan Fall 2016	BACCWE	13,855	\$251.57	1/5/2017	Water 101		
Hassan Al Hassani	Gavilan Spring 2017	BACWWE	13,918	\$300.71	5/25/2017	Water 101		
Omar Barajas	Gavilan Spring 2017	BACWWE	13,919	\$300.09	5/25/2017	Water 101		
Nicholas Bynum	Gavilan Spring 2017	BACWWE	13,920	\$318.25	5/25/2017	Water 101		
Aaron Christensmith	Gavilan Spring 2017	BACWWE	13,921	\$300.71	5/25/2017	Water 101		
Hector De Jesus	Gavilan Spring 2017	BACWWE	13,922	\$317.44	5/25/2017	Water 101		
Lina Early	Gavilan Spring 2017	BACWWE	13,923	\$300.09	5/25/2017	Water 101		
Melissa Flock	Gavilan Spring 2017	BACWWE	13,924	\$314.83	5/25/2017	Water 101		
Sean Huang	Gavilan Spring 2017	BACWWE	13,925	\$289.95	5/25/2017	Water 101		
Benito Noche	Gavilan Spring 2017	BACWWE	13,926	\$300.40	5/25/2017	Water 101		
Martin Trevino	Gavilan Spring 2017	BACWWE	13,927	\$305.05	5/25/2017	Water 101		
Marcia Yurjar	Gavilan Spring 2017	BACWWE	13,928	\$300.40	5/25/2017	Water 101		
TOTAL to date				\$8,169.50				
* NOTE: Additional invoices expected for Spring 2017 semester.								

SOLANO COMMUNITY COLLEGE CONTRACT EDUCATION PROPOSAL FOR SERVICES

Bay Area Clean Water Agencies (BACWA)

OVERVIEW

Solano Community College is pleased to submit this proposal for educational to support to the Bay Area Clean Water Agencies organization as they seek to train and place the next generation of water and wastewater professionals throughout the San Francisco Bay Area.

The Objective

- Developing awareness of careers in the water/wastewater industry
- Implementing one streamlined program whereby all students can be successful
- Creating a class schedule based on student data
- Partnering with local agencies to conduct outreach
- Distributing program information through social media (LinkedIn, Facebook, and Twitter)
- Developing opportunities for personal outreach at water/wastewater agency sites

OUR PROPOSAL

Solano Community College has a long and rich history of partnership with the water/wastewater industry in the Bay Area. Many of the most successful managers and leaders in the industry began their education through the program at Solano Community College.

Solano Community College offers a unique solution for the industry. Classes are taught onsite at local plants by managers who have already been vetted through the Solano Community College faculty hiring process. These for credit classes are taught through our contract education department. By using this delivery approach, BACWA retains the highest degree of participation in the decision making and also the greatest flexibility.

Student data is tracked through a custom databased program provided by I-Tul. This data base not only allows us to manage student data, it also allows us to respond to queries, and to track student performance. Our goal is to continue with this program.

The Workforce Development and Continuing Education team is committed to supporting the BACWWE program. After transitioning leadership of effort at the College, we had positive outcomes including:

- Streamlined hiring process for adjunct instructors
- Utilization of electronic survey tools to measure student needs

- Updated collateral materials
- Completed personal outreach to agencies and industry meetings
- Regular meetings with BACWWE executive team members

Our plan is to continue to move forward with these efforts so that we can demonstrate the highest levels of student outcomes as well as customer service. Moving forward, we have a keen eye on the development and delivery of online classes so that we can grow the program throughout the state. We would also like to have a conversation about ideas for new topics of classes.

Current Solution

The BACCWE website, managed by Barbara Hockett indicates that two classes are being offered to students for the fall of 2017.

Solano Community College would like to present the following courses to be taught in lieu of current offerings:

WATR 105 Wastewater Treatment II

Units 3.0 Hours; 3.0 Lecture

Study of the elementary engineering aspects of design, operation process control, and maintenance of wastewater treatment plants and facilities.

WATR 107 Mathematics of Water and Wastewater Treatment

4.0 units: 4.0 Lecture

A study of calculations-hydraulics, chemicals, solids,-used in the design operation, process control, and maintenance of treatment plants and facilities

Monte Hamamoto is scheduled to teach WATR 105. Monte is already an adjunct faculty member for Solano Community College. Jordan Damerel is scheduled to teach WATR 107. Jordan Damerel has successfully completed the interview process as a Solano Community College adjunct.

Ideally, the classes can be located at Redwood City and Martinez.

Once these classes are scheduled, we would like to look at creating a schedule of classes for a minimum of three semesters forward.

Timeline

Description	Start Date	End Date	Duration
Re-Launch BACWWE Program	5/1/17	5/1/17	
Issue statement to students and agencies	5/1/17	5/1/17	
Work with Math & Science Dean to schedule courses and coordinate faculty scheduling	5/1/17	5/5/17	
Schedule math assessments	5/1/17		
Work with human resources to finalize hiring for last interview pool	5/1/17	5/5/17	
Update website	5/1/17	5/10/17	
Implement math assessments	5/12/17	7/15/17	
Schedule regular meetings with BACWWE executive team	5/12/17		
Initiate electronic surveys	5/12/17	6/12/17	
Site visits and outreach	5/22/17	7/15/17	
Classes begin	8/31/17		
Begin outreach cycle again	9/1/17		

Cost:

One unit class \$ 3,250

Two unit class \$ 6,500

Three unit class \$ 9,750

Four unit class \$13,000

CONCLUSION

We look forward to working with the Bay Area Clean Water Agencies organization and supporting your efforts to educate your current and future workforce.

Should you have questions, please call me at 707-863-7808 or email me at Kpenwell@solano.edu

**BAY AREA CLEAN WATER AGENCIES
SUCCESSION PLANNING
Fiscal Year 2018**

BACWA Committees

Committee	Chair	Vice/Co-Chair	Comments
AIR	Nohemy Revilla, SFPUC, Co-Chair	Randy Schmidt, CCCSD, Co-Chair	Unchanged: Confirmed for FY18 Represents BACWA on CWCCG.
BAPPG	Doug Dattawalker, Union San	Simret Yigzaw, City of San Jose Joanne Le, City of Richmond	Changes: Confirmed for FY18
Biosolids	Alicia Chakrabarti, EBMUD, Chair	Ravi Krishnaiah, SFPUC, Vice-Chair	Unchanged: Confirmed for FY18
Collection Systems	Erin Smith, City of Alameda, Chair	Andrew Damron, Napa San, Vice-Chair	Changes: Confirmed for FY18
Info Share Ops/Maint	Joaquin Gonzalez, Delta Diablo, Co-Chair	Co-Chair TBD	Chair Confirmed, Vice- Chair TBD
InfoShare Asset Mgmt	Dana Lawson, CCCSD Co-Chair	Dillon Cowan, EBMUD Co-Chair	Unchanged: Confirmed for FY18
Laboratory	Nirmela Arsem, EBMUD, Chair	Noel Enoki, San Jose, Vice- Chair	Unchanged: Confirmed for FY18
Permits	Chris Dembiczak, EBMUD Vice-Chair	Robert Wilson, City of Petaluma	Changes: Confirmed for FY18
Pretreatment	Tim Potter, CCCSD Co-Chair	Michael Dunning, Union San, Co-Chair	Unchanged: Confirmed for FY18
Recycled Water	Rhodora Biagtan, DSRSD, Co-Chair	Leah Walker, City of Petaluma, Co-Chair	Unchanged: Confirmed for FY18 RMP Steering Committee Coordinates with IRWMP

Update BACWA Sewer Rate Survey

Please update this Sewer Rate Survey with any information that has changed at your agency. If a field is left blank, it is assumed that the entry is unchanged since the last time your agency responded to the survey, which can be viewed at <https://bacwa.org/wp-content/uploads/2016/01/BACWA-Sewer-Rate-Survey-May-2015.pdf>.

SFR = Single Family Residence

HCF = Hundred Cubic Feet

* Required

1. Agency *

2. County

3. Regional System/Subsystem

4. SFR Rate Effective Date

5. "Full Service" Rate (WW Treatment & Collection, etc.)

6. WW Treatment rate, etc. excluding WW Collection

7. "Satellite" WW Collection rate Only

8. Monthly Property Tax or other fees, [i.e.ad](#) valorem

9. Winter Water Use (average HCF per SFR)

10. Other or Comments

11. Contact Name *

12. Contact email *

13. Number of SFR Connections

14. SFR Connection Fee

15. Connection Fee Effective Date

Example: December 15, 2012

16. Any issues with Proposition 218 vote (this information will not be posted on the web, but will be used for internal committee discussion)

Committee Notes are available [online](#).

Committee Updates from BAPPG's General Committee Meeting on June 7, 2017:

Regional Water Board Update

The Regional Board is reorganizing responsibilities. Patrick Karinja will take over regular attendance of BAPPG meetings. James Parrish intends to stay involved in the BACWA Pesticides Committee. Cover letters of future P2 reports should now be addressed to Patrick Karinja.

Steering Committee Update

The BAPPG FY 16/17 Budget is ~95% spent. Approximately 99% of the budget will be used by the end of the fiscal year. The FY 17/18 Budget will increase from \$86,000 this year to \$100,000 next year. A majority of the additional funds will be put towards pesticides support.

Outreach Update

The BAPPG Account Supervisor at O'Rorke provided an overview of tasks from FY 16/17. Original budgeted tasks were:

- Toilets Aren't Trash Cans (\$14.5k)
- Chinook Book (\$2.5k), FOG Spanish Radio Ads (\$8k)
- Flea & Tick Pesticide Outreach (\$3k)
- BAPPG Annual Report Support (\$1k)

As priorities changed throughout the year, Toilets Aren't Trash Cans and Flea & Tick Outreach roughly swapped budgets.

For FY 17/18, attendees agreed on O'Rorke's recommendation for \$1000 for Annual Report Support and a roughly equal budget (\$8-8.5k each) for Toilets Aren't Trash Cans, FOG Spanish Radio Ads, and Flea & Tick Pesticide Outreach. Attendees discussed discontinuing outreach in Chinook Book, as it is not physically distributed in all areas of the Bay and the population is typically "early adopters" who may have already changed their behaviors.

Pesticides Update

- The Pesticides team [drafted letters](#) from BACWA and the Water Board in response to EPA's call for public input on existing regulations to repeal or modify. The letters asked the EPA to repeal or modify the "treated articles exemption", which exempts pesticides-treated articles from registration. The EPA received over 55,000 letters and have stated that they will read all of them.
- Effective July 1, [DPR will require](#) retailers to register all pesticide-impregnated products sold within California. Most pesticide particles wash off these items in first wash. The human health impact of pesticide-treated clothing is unclear.
- DPR [published a study on fipronil washoff](#). After use of a spot-on treatment, 3.6–230.6 mg of fiproles (0.2–86.0% of mass applied) washed off each dog. Even 28 days post-application, significant levels of fipronil ($4 \pm 5\%$) washed off the dog.

- Comments on the risk assessment for pyrethroids is due July 7th and imidicloprid comments are due by July 14.

The next meeting will be the August Pollutant Prioritization Meeting, which will determine priorities for FY 18/19.

Next BAPPG Meeting

BAPPG General Meeting

August 2, 2017: 10:00am-12:00pm

1515 Clay Street, Second Floor, Room 12

Oakland, CA

Committee Request for Board Action: None

33 attendees representing 19 member agencies

Regional Water Board Report-out

Mary Boyd and Michael Chee of the Regional Water Board attended the meeting to discuss enforcement priorities. In response to a question on how they select collection systems for inspection, they gave the following list of factors that they use in their ranking tool:

- SSO volume
- Number of SSos
- Number of category 1 SSos
- Number of 50 gallon+ SSos to surface water
- Number of total SSos to surface water
- Whether an agency is up-to-date on certifications, questionnaires and SSMPs
- Pipe age
- Whether an agency participates in BACWA or CWEA
- Other institutional knowledge of agencies

A member asked about the Regional Water Board's approach on Asset Management. The response was that they are not interested in how an agency chooses to manage its system as long as its performance is good. Mary and Michael will return to the committee in about a year to answer any other questions that arise.

"Optimizing Collection System Performance" Presentation

Andy Morrison (AMC Consulting) provided a [presentation](#) covering the following topics:

- Don't accept substandard Pipes, Manholes, and Lift/Pump Stations
- Understand your current problems
- Decide on appropriate corrective maintenance or R&R
- Develop Annual and 5-10 year Plans
- Find problems before they find you
- Training and Assessments
- Measurements and Audits

There was a discussion amongst committee members of the value of sharing SOPs between agencies.

Committee Business

Erin Smith (City of Alameda) will take over as chair next year. The committee is looking for a new vice chair.

Next Collection System Committee Meeting

The next committee meeting will be held on September 28 at the Alameda Public Works offices.

Asset Management Infoshare Group – Report to BACWA Board

Asset Management Infoshare Group meeting on: 5/17/2017
Executive Board Meeting Date: 6/16/2017
Committee Co-Chairs: Dillon Cowan (EBMUD) and Dana Lawson
(Central San)

Committee Request for Board Action: none

Attendees: Dale Riddle (Mt. View SD), Dana Lawson (Central San), David Wellner (Central San), Dillon Cowan (EBMUD), Jeff Greer (Mt. View SD), Kevin Booker (SCWA), Leonard Espinoza (City of Sunnyvale), Neil Meyer (Central San), Nga Huynh (City of Livermore), Patricia Chapman (Delta Diablo), Rebecca Overacre (Central San), Tanner McGinnis (City of Sunnyvale)

Administration
<ul style="list-style-type: none">▪ Introductions▪ Announcements
Presentation
<ul style="list-style-type: none">▪ Presenter: Neil Meyer, Maintenance Division Manager, Central San▪ Topic: Reliability Centered Maintenance (RCM) Pilot
Group Discussion
<ul style="list-style-type: none">▪ Status of asset cost and life cycle tables▪ Presentation topics for upcoming meetings
Next BACWA Asset Management Infoshare Group Meeting: <u>8/16/2017</u> , at <u>EBMUD</u> .

Operations and Maintenance Infoshare Group Report to BACWA Board

Committee Meeting on: 5/31/17
Executive Board Meeting Date: 6/16/17
Committee Chair: David Stoops

Committee Request for Board Action: None

15 attendees representing 7 member agencies

Highlights of New Items Discussed and Action Items

Chlorine residual compliance

David Stoops and Lorien Fono gave an update on the status of chlorine residual permitting. BACWA members spend about \$3.5M annually on sodium bisulfite (SBS) to quench chlorine residual, yes chlorine still causes relatively frequent violations. During EBDA's permit negotiations, they requested a change in implementation on the Basin Plan's 0.0 mg/L instantaneous chlorine limit. Regional Water Board staff did not feel that they could support an alternative implementation, but they are open to a Basin Plan amendment, if POTW provide resources to support its development. The likely amendment would treat chlorine like any other constituent with a water quality objective, and dilution credit, and likely a one-hour averaging period for its highest limit. Committee members agreed that if they were given a one-hour averaging period and a concentration above zero, they would be able to reduce SBS dosing. In the meantime, Regional Water Board staff has told the permits committee that any reading below 0.04 mg/L could be rounded down to 0.0 mg/L. Additionally, since permits don't specify a reporting limit for chlorine, agencies may specify their own reporting limit as long as it is below 0.1 mg/L which is the reporting limit of field chlorine monitors.

The committee held a roundtable discussion on preferred manufacturers for chlorine sensors, backwashing protocols, and descriptions of chlorination/dechlorination facilities configuration and disinfection operations.

SCADA Upgrades – Roundtable discussion

There was a discussion about different SCADA systems in use. Some agencies are currently doing view-only data and others are in the process of developing systems to allow them to be able to do process changes remotely. Different providers have different cost models. Ongoing vendor support can be expensive enough that some agencies are doing their IT development in-house using tools that can be purchased. A common concern is the potential for hacking wifi-based systems, leading to reluctance to have mobile devices that can make process changes.

Alarm testing and management will be agendized for a future meeting.

Next Meeting: August 30, Oro Loma Sanitary District (tentative)

EBDA with the support of its member agencies will be running a full-scale peracetic acid test in August and invites the Group to tour the facility.

Committee Succession

David Stoops (EBDA) will be retiring in the fall. Joaquin Gonzales (Delta Diablo) will be taking over as chair. The committee is seeking a new vice-chair.

Laboratory Committee – Report to BACWA Board

Laboratory committee meeting on: 10 May 2017
Executive Board Meeting Date: May 2017
Committee Chair : Nirmela Arsem

Committee Request for Board Action: None

Dr. David Kimbrough, Water Quality Manager, Pasadena Water and Power gave a presentation titled “TNI and its impact on laboratory accreditation in Florida and New York”. The following is highlights of the presentation.

- The presentation started with a historical perspective on ELAP accreditation program. Since 1956, utility labs have had some form of accreditation requirement focused on protecting public health.
- Taking the example of a one person lab performing one test, i.e., pH, illustrated the complexities introduced by TNI requirements. In addition to the ELAP and method requirements, there will be 1,034 items that need to be addressed because of TNI. In case of adding a second method, each one will require adding 352 items.
- With specific examples from TNI language he illustrated that TNI requirements are vague, subjective and without enforceable standards at time.
- Florida is one of the states to adopt TNI standard early on. The impact has not been clearly documented or published. However, the limited research Dr. Kimbrough conducted indicates that 78 government/utility owned laboratories closed; some of them initially obtained TNI accreditation, but few years later dropped certification or closed the lab.
- In New York there were 221 labs in 2001 when TNI standard was adopted. In 2016, there are only 121 TNI accredited labs. This has led to situations where some counties do not have a water testing laboratory any more.
- By contrast the number of ELAP accredited labs have increase from 727 in 2001 to 734 in 2016; of these approximately 50% are government or utility labs.
- ELAP is moving on adopting the TNI standard. Once the draft regulation is published, there will be an opportunity to comment on the regulations and draw the attention of the SWRCB.

Regulatory Developments – SWRCB hearing on TNI

- The hearing took place on May 3rd in Sacramento. Of note is the question from a Board member to ELAP asking that they try TNI on a state lab and make it a model for others to follow. ELAP responded that while they approached the state labs with this request, it was declined by the labs stating the extra work and expenses making it impractical.
- ELAP made the commitment to provide training to labs on TNI standards. According to ELAP's presentation at the hearing, there will be two audits after TNI adoption before enforcement will take place.

Preparing for TNI

- Since ELAP has indicated there will be training sessions, lab committee members indicated their preference to first attend those training rather than start a program of our own.
- City of Benicia has hired a consultant and making progress in moving toward TNI adoption
- Dublin-San Ramon hired a consultant to conduct gap analysis; further implementation steps will be taken with the help from the consultant.

Recognition:

- Raj Gumber will be retiring after more than 30 years contributing to BACWA lab committee. A small celebration followed.

Upcoming meetings, conferences, etc.:

- BACWA nutrient optimization workshop – June 7, EBMUD building at 375 11th Street, Oakland
- CVCWA annual meeting – May 17, at Regional San building

Pretreatment Committee – Report to BACWA Board

Pretreatment Committee Meeting on: 5/16/2017
Executive Board Meeting Date: 6/16/17
Committee Chairs: Tim Potter, Michael Dunning

Committee Request for Board Action: None

5/16/17 Pretreatment Committee Meeting – 26 in-person attendees and 5 phone attendees representing 23 agencies

<p>1. BACWA Updates</p> <ul style="list-style-type: none">• Committee leadership succession discussed with unanimous support to retain current co-chairs (Tim Potter and Michael Dunning) through FY 17-18• SWRCB adoption of statewide mercury objective and new beneficial uses to address sustenance fishing. Shouldn't impact Bay Area agencies in immediate future due to Mercury TMDL but would affect local pretreatment programs is TMDL revised based on new standards.• SWRCB starting process to adopt changes to toxicity testing. Draft staff report shared with CASA stakeholders including BACWA. Numeric limits are in draft report. If adopted, potential toxicity violations could require pretreatment program resources to respond to conduct Toxicity Reduction Evaluations.
<p>2. Committee Projects</p> <ul style="list-style-type: none">• Field pH for compliance monitoring. Updated guidance with approval letter from RWQCB reviewed. Many agencies stated that they will be using this SOP• Dental Amalgam Training-Email will be sent to member agencies to determine number of participants for upcoming training.• Mobile surface cleaners – Tim plans to contact targeted agencies for contact information to restart project.• TTO limit approach: No new info.• Resource template – work ongoing
<p>3. Debrief PCA/PCI</p> <ul style="list-style-type: none">• Reviewed status of previously completed PCIs; some agencies have not received reports• More than three agencies mentioned that Tetra Tech has scheduled PCI and/or PCAs for June 2017
<p>4. Inspection and Enforcement Priorities</p> <ul style="list-style-type: none">• No significant changes to Region 9 priorities<ul style="list-style-type: none">-Universe of IUs, SIUs, and CIUs properly classified-Local limits properly updated• No additional info at this time
<p>5. General Prohibitions/limits on Waste Strength, Concentrates, brines, etc</p> <ul style="list-style-type: none">• Agencies were asked if they had general or narrative limits for non-toxic organics or other non-priority pollutants to protect POTW's• Discussed alternative strategies to address discharges with complex pollutants

<p>6. Documenting Pretreatment Program Elements in a “Paperless” Environment</p> <ul style="list-style-type: none"> • Most agencies stated that they were not moving to paperless, and discussed existing best practices • Agencies agreed that it is difficult to transition completely to paperless due to the cost and difficulty transitioning to CROMERR certification requirements
<p>7. Documenting Continuous pH Monitoring</p> <ul style="list-style-type: none"> • USD shared their updated permit language requiring documentation of pH monitoring at a maximum 30 second interval
<p>8. Permitting/Regulating Hospitals</p> <ul style="list-style-type: none"> • Discussion deferred to future meeting to allow agency making inquiry can participate
<p>9. Discuss Food Digesters at Restaurants</p> <ul style="list-style-type: none"> • Continued interest from vendors to install this equipment in Bay Area • Many agencies have determined that this equipment is comparable to food grinders • Some agencies have prohibited installation • Discussion on position paper on this topic from BACWA • CalRecycle to be contacted to determine their position on digesters (e.g. recycling vs. cross-media transfer)
<p>10. Discuss Additional Training Ideas</p> <ul style="list-style-type: none"> • Identified several training topics to consider for next fiscal year
<p>11. General Discussion Topics</p> <ul style="list-style-type: none"> • Question asked concerning the basis for inspection forms. Representatives suggested referring back to EPA pretreatment program guidance manual and the EPA Model SUO. • SFPUC Pretreatment Program stated that they received a NOI from Baykeeper.
<p>12. Next meeting: Summer 2017 at SVCW in Redwood City</p>

Executive Director's May 2017 Report

NUTRIENTS:

Completed a variety of tasks and activities associated with BACWA's interests on nutrients and collaborating with the Water Board including:

- Attended and participated in the 26th meeting of the NMS Planning Subcommittee and provided BACWA in-kind services by serving as scribe. Following the meeting prepared detailed meeting minutes and summary of action items.
- Coordinated with the OP/Upgrade consulting team on administrative issues.
- Provided updates to the WB staff on the progress on reaching consensus on an approach to the 2nd Watershed Permit.
- Coordinated with the NMS Science Manager on presentations, meetings, and key issues on nutrients.
- Attended the Nutrient Technical Workgroup meeting and participated in discussions on modeling and the DO investigation.
- Chaired the monthly CMG meetings with the main topic being the review of the agenda for the BACWA Membership Nutrient Workshop to be held on June 7th.

BACWA BOARD MEETING AND CONFERENCES:

- Worked with staff in preparing for the May BACWA Board meeting including reviewing the agenda with the Board Chair.
- Continuing to track all action items to completion.
- Planned for and attended the May monthly Board Meeting.
- Organized and attended the bi-monthly Joint Meeting with the Water Board.

ASC/SFEI:

- As a member of the Executive Committee, coordinated with SFEI Executive Director on Board activities.
- Participated in an interview regarding enhancing revenues for ASC/SFEI

FINANCE:

- Reviewed the monthly BACWA financial reports with the AED.
- Continued coordinating with the AED in tracking the revenues coming in from the BACWA FY 17 member invoices.

PERMIT COMMITTEE:

- Coordinated with the RPM for items to agendize for the Permit Committee review.
- Attended the May Permit Committee Meeting discussing upcoming permits and provided an update on the NMS.

COLLABORATIONS:

- Serving as a member of the CASA Nomination Committee for new Board members and participated in conference calls for establishing the new slate of officers in CASA.
- Coordinated with CASA Regulatory Program Manager on regulator issues of mutual concern.
- Met with the Danish delegation to share information on innovative practices including nutrient reduction and energy self-sufficiency at POTWs
- Attended the bi-annual Clean Water Summit Partners meeting.

AIR COMMITTEE:

- Coordinated with the AIR Committee leadership on responding to proposed regulations on health risk assessments.
- Participated in a conference call to prepare for meeting with BAAQMD

WOT

- Participated in conference calls to help the BACWWE group reorganize after the departure of the chair of WOT.
- Arranged for a general membership meeting of the WOT sponsors.
- Discussed future of program with Director of the BACCWE

ADMINISTRATION:

- Held the monthly BACWA staff meeting to coordinate and prioritize activities.
- Signed off on invoices, reviewed correspondence, prepared for upcoming Board meeting, responded to inquiries on BACWA efforts, oversaw updating of web page and provided general direction to BACWA staff.
- Worked with the RPM in the preparation of the monthly BACWA bulletin.
- Coordinated with the AED to plan activities and review duties, schedules, and priorities.
- Developed and responded to numerous emails and phone calls as part of the conduct of BACWA business on a day-to-day basis.

MISCELLANEOUS MEETINGS/CALLS:

- Paul Gilbert Snyder on Prop 84
- BACWA Chair and Committee Chairs on items that arose during the month
- Water Board staff on coordinating the nutrient activities
- other misc calls and inquiries regarding BACWA activities
- participated in coordination calls with the HDR project manager
- responded to Board members requests for information



BACWA ACTION ITEMS

Number	Subject	Task	Deadline	Status
Action Items from May 19, 2017 BACWA Executive Board Meeting				
2017.5-72	June EB Meeting	At San Jose (ED/AED)	5/31/2017	Done
2017.5-71	TNI Implementation	Add to Joint Water Board Meeting Agenda (RPM)	5/30/2017	Done
2017.5-70	TNI Implementation	Add to GM Roundtable Agenda and WB Jt Mtg Agenda (ED)	5/30/2017	Done
2017.5-69	Basin Plan Amendment for Chlorine Residual	Add to Joint Water Board Meeting Agenda (RPM)	7/31/2017	Done
2017.5-68	SRF Intended Use Plan	Determine how many BACWA Agencies have projects "ready to go" (RPM)	6/2/2017	Done
2017.5-67	Dissolved Oxygen	Invite Andy Gunther to speak to Board on Climate Change (ED)	6/2/2017	Pending
2017.5-66	Nutrient Strategy Team	Meeting: ask WB to articulate direction of science plan; ask SFEI where \$ will go; how to calc Principal Nut SC; (ED)	5/30/2017	Done
2017.5-65	Optimization/Upgrade Workshop	Add Panel: invite visiting professor, Denmark, Belgium, Nereda (ED)	5/30/2017	Done
2017.5-64	Optimization/Upgrade Workshop	Change time to 10 am to 3 pm, notify attendees (AED)	5/30/2017	Done
Action Items Remaining from Previous BACWA Executive Board Meetings				
2017.4-58	NMS Technical Workshops	Report from SFEI on HABs workshops (ED)	6/30/2017	Pending
2017.4-56	Nereda Technology	Contact ReNUWit for suggestions on future moves (ED)	5/31/2017	Pending
2017.4-55	2nd Watershed Permit	Obtain LOI from Water Board for approach (ED)	5/31/2017	Pending
2017.4-54	2nd Watershed Permit	Obtain statement of support from EPA for approach (ED)	5/31/2017	Pending
2017.2-40	Codiga Resource Recovery Center	Incorporate into W/S Permit negotiations (ED)	6/30/2017	Pending
2017.2-38	Science Funding	Continue to contact members to get input (ED)	5/31/2017	Pending
2016.3-61	Membership Policy	Develop policy for out of region agency membership (ED)	6/30/2017	Pending

FY17: 64 of 72 Action Items completed.
 FY 16: 96 of 97 Action Items completed.
 FY 15: 90 of 90 Action Items completed.
 FY 14: 128 of 128 Action Items completed.
 FY 13: 67 of 67 Action Items completed.



DATE	AGENDA
<p>7/21/2017</p> <p>Monthly Board Mtg Items due: 7/14 Pagano; Ervin; Connor; White; Schectel Williams; Fono; Hull</p>	<p><u>Consent</u> Previous Board Meeting Minutes (AED) Monthly Financial Report</p> <p><u>Authorizations & Approvals</u> Approval: Annual Nutrient WS Payment Approval: FY18 Agreements</p> <p><u>Other Business - POLICY/STRATEGIC</u> Discussion: Draft Agenda Pre-Pardee Technical Seminar Discussion: Risk Reduction Update Discussion: Climate Change (Andy Gunther)</p> <p><u>Other Business - OPERATIONAL</u></p> <p><u>Reports</u> Committee Reports (Committee Chairs) Board Reports (Executive Board) ED Report (ED) RPM Report (RPM) Other BACWA Representative Reports</p>
<p>8/18/2017</p> <p>Monthly Board Mtg Items due: 8/11 Pagano; Ervin; Connor; White; Schectel Williams; Fono; Hull</p>	<p><u>Consent</u> Previous Board Meeting Minutes (AED) Monthly Financial Report</p> <p><u>Authorizations & Approvals</u></p> <p><u>Other Business - POLICY/STRATEGIC</u> Discussion: HDR Quarterly Update on Optimization/ Upgrade studies Discussion: Draft Agenda & Schedule Pre & Pardee Technical Seminar Discussion: Water Board/BACWA Joint Meeting DRAFT Agenda (8/30/17) Discussion: RMP & NMS Update (Phil Trowbridge/David Senn) Discussion: Risk Reduction Update Discussion: Pesticides Update (Kelly Moran)</p> <p><u>Other Business - OPERATIONAL</u> Discussion: FY18 Arleen Navarret Award</p> <p><u>Reports</u> Committee Reports (Committee Chairs) Board Reports (Executive Board) ED Report (ED) RPM Report (RPM) Other BACWA Representative Reports</p>

8/30/2017

Joint Meeting - Water Board

Other Business: Discussions

Items due:

Pagano; Ervin; Connor; White; Schectel

Williams; Fono

9/15/2017 **Consent**

Monthly Board Mtg

Items due: 9/8

Pagano; Ervin; Connor; White; Schectel

Williams; Fono; Hull

Previous Board Meeting Minutes (AED)

Monthly Financial Report

Authorizations & Approvals

Approval:

Other Business - POLICY/STRATEGIC

Discussion: Draft Agenda Pardee Technical Seminar

Discussion: Annual Meeting Planning

Discussion: N control through source separation (Kara Nelson)

Other Business - OPERATIONAL

Reports

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

9/15/2017

Pre-Pardee Mtg

Pagano; Ervin; Connor; White; Schectel

Williams; Fono; Hull

10/26-27/2017

Pardee Technical Seminar

Pagano; Ervin; Connor; White; Schectel

Williams; Fono; Hull

11/17/2017 **Consent**

Monthly Board Mtg

Items due: 11/10

Pagano; Ervin; Connor; White; Schectel

Williams; Fono; Hull

Previous Board Meeting Minutes (AED)

Monthly Financial Report

Authorizations & Approvals

Approval: Adoption of FY16 Annual Reports

Approval: Finalize next Calendar Year meeting dates

Other Business - POLICY/STRATEGIC

Discussion: Pardee Debrief & Survey

Other Business - OPERATIONAL

Discussion: Annual Meeting Planning

Discussion: Biannual Update on CASA Climate Change Prog (SDeslauriers)

Reports

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)
RPM Report (RPM)
Other BACWA Representative Reports

12/15/2017 **Consent**

Monthly Board Mtg

Items due: 12/8

Pagano; Ervin; Connor; White; Schectel

Williams; Fono; Hull

HOLIDAY LUNCH

Previous Board Meeting Minutes (AED)
Monthly Financial Report

Authorizations & Approvals

Other Business - POLICY/STRATEGIC

Discussion: Draft Agenda Joint Meeting with WB

Other Business - OPERATIONAL

Discussion: Annual Meeting Agenda

Reports

Committee Reports (Committee Chairs)
Board Reports (Executive Board)
ED Report (ED)
RPM Report (RPM)
Other BACWA Representative Reports

12/?/2017

Joint Meeting - Water Board

Items due:

Pagano; Ervin; Connor; White; Schectel

Williams; Fono

Other Business: Discussions

SNMP

1/?/2018

Annual Members Mtg

Pagano; Ervin; Connor; White; Schectel

Williams; Fono; Hull

RMP & NMS Update (Phil Trowbridge/David Senn)

2/?/2018 **Consent**

Monthly Board Mtg

Items due: 2/?

Pagano; Ervin; Connor; White; Schectel

Williams; Fono; Hull

Previous Board Meeting Minutes (AED)
Monthly Financial Report

Authorizations & Approvals

Approval:

Other Business - POLICY/STRATEGIC

Discussion: WB Joint Meeting Debrief

Other Business - OPERATIONAL

Discussion: FY2019 Budget Planning

Discussion: Annual Meeting Debrief

Reports

Committee Reports (Committee Chairs)
Board Reports (Executive Board)
ED Report (ED)
RPM Report (RPM)
Other BACWA Representative Reports

3/?/2017

Joint Meeting

Other Business: Discussions

Items due: 3/?

Pagano; Ervin; Connor; White; Schectel

Williams; Fono

3/?/2017 **Consent**

Monthly Board Mtg

Items due: 3/?

Pagano; Ervin; Connor; White; Schectel

Williams; Fono; Hull

Previous Board Meeting Minutes (AED)

Monthly Financial Report

Authorizations & Approvals

Other Business - POLICY/STRATEGIC

Discussion: WB Joint Meeting Debrief

Presentation: CPSC Update (Heidi Sanborn)

Other Business - OPERATIONAL

Discussion: Second Draft of FY19 Budget

Discussion: Update on BARR Taskforce

Discussion: Update on regional and statewide biosolids issues

Discussion: Biannual Update on CWCCG (SDeslauriers)

Reports

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

4/?/2017 **Consent**

Monthly Board Mtg

Items due: 4/?

Pagano; Ervin; Connor; White; Schectel

Williams; Fono; Hull

Previous Board Meeting Minutes (AED)

Monthly Financial Report

Authorizations & Approvals

Approval: FY19 Budget

Other Business - POLICY/STRATEGIC

Discussion:

Other Business - OPERATIONAL

Discussion: Update on BAAQMD Regulations

Discussion: Update on regional and statewide biosolids issues

Discussion: CASA Climate Change Program

Reports

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

5/?/2018

Joint Meeting - Water Board

Other Business: Discussions

Items due: 5/?

Pagano; Ervin; Connor; White; Schectel

5/?/2018 Consent**Monthly Board Mtg**

Items due: 5/?

Pagano; Ervin; Connor; White; Schectel

Williams; Fono; Hull

Previous Board Meeting Minutes (AED)

Monthly Financial Report

Authorizations & Approvals

Approval: FY18 Consulting Amendments/Agreements

Approval: Officers: Chair & Vice-Chair

Approval: BACWA Reps to ASC/SFEI Governing Board

Authorization: Legal Support Amendments

Other Business - POLICY/STRATEGIC

Discussion: Water Board Jt Mtg Debrief

Other Business - OPERATIONAL**Reports**

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

6/?/2017**Nutrient Optimization/Upgrade Workshop #3**

Pagano; Ervin; Connor; White; Schectel

Williams; Fono

Optimization/Upgrade Studies

Water Board

6/?/2017 Consent**Monthly Board Mtg**

Items due: 6/

Pagano; Ervin; Connor; White; Schectel

Williams; Fono; Hull

Previous Board Meeting Minutes (AED)

Monthly Financial Report

Authorizations & Approvals

Approval: FY19 Agreements

Approval: Appt BACWA Rep to ASC/SFEI Jt Board

Other Business - POLICY/STRATEGIC

Discussion: Draft Agenda WB Joint Meeting

Other Business - OPERATIONAL

Discussion: CPSC Update

Discussion: Pesticides Update

Discussion: BAAWMD Annual Meeting Draft Agenda

Discussion: 2019 BACWA Executive Board Calendar

Reports

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

CURRENTLY**UNSCHEDULED**

* BACWA Membership Engagement Opportunities

* Tech Seminar/Workshop: CCCSD Cogen explosion need to schedule

& SIGNIFICANT

- * SFPUC force main leak and repair, need to schedule
- * Chlorine Residual Analyzer Investigation
- * Suggestions for Monthly Meeting Guest Speakers/Presenters: i.e. Jim McGrath, State Water Board
- * ELAP Certification Standards - review when released
- * BARR Taskforce Message Consensus
- * PPIC Sponsorship -review



Regulatory Program Manager's Report to the Board

May 2017

NUTRIENT SUPPORT: Worked with DWR on Recycled Water Survey QA. Participated in CMG call.

BACWA BULLETIN: Completed and distributed May Bulletin. Drafted June Bulletin.

TOXICITY: Participated in CASA call on Toxicity Provisions and discussed relines sent to State Water Board. Provided CASA redlines to permits committee and Regional Water Board staff, along with a list of four BACWA "asks" for the Regional Water Board to take to the State Water Board. Developed draft agenda for Toxicity Workshop and contacted potential speakers.

CECs: Participated in conference call on RO Concentrated management State Water Board funding.

MEMBER TENTATIVE ORDERS: Delivered testimony on chlorine residual permitting for EBDA's TO.

MERCURY OBJECTIVES AND NEW BENEFICIAL USES: Reviewed redlines provided by CASA to State Water Board staff. Watched State Water Board adoption webcast. Spoke with Tribal representative about next steps.

COLLABORATIONS: Communicated with the FWQC on comment letter to EPA regarding revising regulations.

COMMITTEE SUPPORT:

AIR – Reviewed consultants' progress reports and invoices. Reviewed agenda for 6/1 meeting with BAAQMD staff. Communicated with BAAQMD staff about meeting summary from 3/23.

BAPPG – Participated in conference call with Steering Committee members and Computer Courage to review Baywise.org updates. Reviewed and submitted comment letter on regulations review to EPA Office of Pesticide Programs.

Biosolids – Followed up with agencies to correct and complete survey data. Began drafting report.

Collection Systems – Participated in call with Water Board staff to plan committee meeting. Drafted agenda and attended meeting. Developed form for updating sewer rate survey. Input new data to sewer rate survey provided by 17 agencies.

O&M Infoshare – Planned and attended meeting.

Permits – Drafted agenda, attended meeting, and drafted Board Report.

Recycled Water – Met with DWR staff on Recycled Water Survey QA/QC. Attended meeting and drafted Board report. Worked with committee members to develop comment letter on SRF IUP.

Executive Board – Assisted in preparing agenda and packet, and attended 5/19 Executive Board meeting. Drafted agenda and meeting summary for 5/5 Joint meeting with RWB staff.

Staff Meeting – Discussed BACWA administration and planned Executive Board meeting.

MEETINGS ATTENDED: Recycled Water Committee (5/3), Joint meeting with RWB (5/5), Staff meeting (5/9), Permits Committee (5/9), Regional Water Board Hearing (5/10), CASA Call on toxicity redlines (5/10), CMG call (5/12), Call with Regional Water Board staff on Collections agenda (5/15), Funding for RO Concentrate Conference Call (5/18); Executive Board meeting (5/19), Collection Systems Committee (5/25), Baywise.org walkthrough (5/26), Infoshare Group meeting (5/31).

Clean Water Summit Partners Meeting Minutes
Tuesday, May 30, 2017
Sacramento Sutter Club, Directors Room

Call to Order

A meeting of the leaders from the state and regional clean water associations was called to order on May 30 at 9:40 a.m. by Laura Pagano, Chair of BACWA. Present were:

First	Last	E-mail	Association
Dave	Williams	dwilliams@bacwa.org	BACWA
Laura	Pagano	lpagano@sflower.org	BACWA
Jeff	Moorhouse	jeff.m.moorhouse@cox.net	CASA
Bobbi	Larson	blarson@casaweb.org	CASA
Adam	Link	alink@casaweb.org	CASA
Debbie	Webster	eoifficer@cvcwa.org	CVCWA
Elizabeth	Allan	eallan@cwea.org	CWEA
Debi	Lewis	debi.lewis@mwhglobal.com	CWEA
Steve	Jepsen	sjepsen@dudek.com	SCAP

Approval of Minutes and Agenda

The minutes of the October 4, 2016 meeting were approved unanimously on motion by Steve Jepsen, seconded by Dave Williams.

Drought/Climate Change Impacts on Wastewater

Proposed PPIC Research Project

Adam link provided an overview of a proposed research project to examine the institutional challenges to wastewater systems due to a warmer, more variable climate. He explained that a group of CASA members had recently met with PPIC via teleconference to further define the proposed scope and tee up issues that should be examined. In response to questions, Adam indicated that the white paper is unlikely to recommend specific solutions but will certainly raise policy issues for further review and development.

Adam noted that PPIC would like to raise approximately \$100,000 toward the full \$260,000 cost from wastewater associations and individual agencies. Several summit partners expressed interest in the study, and asked Adam to request that PPIC provide a formal funding request in time for consideration at their June Board meetings.

CUWA Water Conservation Impact Index

Adam reported that CASA and CWEA have contributed to a collaborative effort led by the California Urban Water Agencies (CUWA) to, among other things,

develop a tool that measures the impact of water conservation on wastewater systems. Phase 1 of the project, a literature review, is nearly complete and a next step will be a survey of agencies, which will be coordinated with PPIC's effort.

Toxicity

CVCWA Special Project

Debbie Webster presented a summary of a special project CVCWA has undertaken to identify common causes of toxicity for POTWs discharging to freshwater and evaluate low level and intermittent toxicity. She indicated that others are welcome to participate. She also noted that the study results will inform the regional water board's implementation of the statewide toxicity plan.

State Water Board Toxicity Plan

Adam Link reported that a redline of the pre-public release version of the state toxicity plan was provided to Water Board staff and that a meeting is being scheduled to discuss. The goal of providing the edits and comments is to secure some changes to the document before it goes out for public comment, which is now expected to occur in the fall.

Key Issue Updates

CASA staff provided updates on the following ongoing projects:

- AB 574 (Quirk) relating to potable reuse passed the Assembly Appropriations Committee despite having statewide costs in excess of \$1 million. The bill is expected to pass the full Assembly and move on to the Senate.
- State Revolving Fund: CASA met recently with Goldman Sachs to discuss a concept for a new funding mechanism to supplement the SRF and make WIFIA a more attractive option. In the meantime, wastewater agencies continue to try to persuade the state to leverage the existing fund to allow more projects to receive loans.
- Information sharing website: Bobbi Larson indicated that the CASA Utility Leadership Committee has agreed to defer further development of a California-only wastewater information sharing website until after NACWA rolls out its peer-to-peer site. NACWA has offered to make access to the site available to all CA wastewater utilities and the summit partners can learn from NACWA's experience.
- SB 1383 implementation: Greg Kester provided a written report on the status of regulations to implement the legislation, which requires diversion of organics, including biosolids, from landfills.
- Greg also provided an update on new biosolids reporting requirements under AB 901.

Hot Topics Roundtable

The associations highlighted some of their priority issues:

CWEA:

- Continuing to work with AWWA on advanced treatment operator certification. The job analysis phase and business plan are complete; the certification will be a “building block” added to an existing water or wastewater certification.
- New website CAWaterJobs.org—over 700 jobs have been posted and the site is averaging over 1,000 views per month.
- The collection system WDR workshops were sellouts and very successful. CWEA will offer four more workshops in 2018.
- ELAP

SCAP:

- Toxicity, both the statewide plan and ongoing litigation. SCAP is currently opposing EPA's motion to dismiss the lawsuit challenging the use of the TST.
- Biostimulatory substances—concern about SCCWRP approach and unattainable limits.
- ELAP
- Biosolids management/landfill diversion
- Air quality regulations
- Succession planning and workforce sustainability
- Hypoxia/ocean acidification

CVCWA

- Pyrethroid TMDL and triggers
- ELAP
- CVSALTS—working on Basin Plan language now. There are many policies being considered that could have statewide significance, including tired uses for MUN.
- Mercury and new beneficial uses
- Toxicity special project
- Freshwater mussels special project

BACWA:

- Nutrients—have preliminary results of an optimization study that provides costs and nutrient reductions of different levels of treatment. Bay area is into the third year of the watershed permit and looking to spend \$1.5 million on the science plan.
- BAAQMD Rule 1118 re health risk assessments
- ELAP
- Collaborative relationship with regional water board

- Operator training

CASA: In addition to many of the regulatory issues already mentioned by others, CASA is

- Enhancing its communications program
- Preparing for its annual conference in August in San Diego
- Pursuing federal legislation to extend NPDES permit terms to 10 years
- opposing state legislation AB 1129 dealing with infrastructure in the coastal zone.

Next Meeting: CASA will host the next meeting, which will be held in September/October 2017.

The next meeting date will be determined via scheduling poll.

The meeting adjourned at approximately 1:20 pm.

DRAFT

Date: June 12, 2017

To: SFEI-ASC Governance Committee

From: Warner Chabot

Re: Board transitions

Summary: The Governance Committee should begin a discussion about qualifications and candidates to add to the SFEI-ASC Board. This memo provides background for a Governance Committee discussion of this issue.

Background: This June, the terms of three “at large” board members will expire. They are:

- Mitch Avalon
- Jim Fiedler
- Alan Ramo

Designated Board members Pamela Creedon, Prabhakar Somavarapu and David Williams are expected to continue with their terms.

SFEI’s Future Challenges

The Board has had several discussions about the need to diversify our funding base to bring more stability to SFEI’s business model. We currently depend almost exclusively on government funding, which provides a very small profit margin. As such it is extremely difficult to build up any significant reserves. Staff continues to explore options to address this challenge. They include seeking:

- Modification of state policies on allowable overhead costs
- Alternate funding sources including philanthropic efforts and partnerships with the private sector.

Staff believes that it will be both difficult and time consuming to secure a change in state policy on allowable overhead costs. We are also increasing our efforts to partner with private sector firms on projects. However we have thus far maintained a policy of “partnering” in a non-exclusive relationship. (E.g. in response to an RFP, SFEI will allow multiple private firms to list SFEI as a possible subcontractor).

Finally, staff is putting considerable effort into developing a strategy for outreach to the philanthropic community. We are working with two consultants on efforts to:

- Establish and market the Center for Resilient Landscapes (within our Resilient Landscapes program),
- Create a comprehensive, multi-year development strategy, targeting foundations and major donors.

Securing more diverse sources of funding is an essential business strategy for SFEI. It is even more important given the likelihood that the federal government will dramatically reduce or even fully eliminate EPA funding for local programs. Last year EPA funding provided 25% of SFEI’s revenue.

New Board members

I encourage the Governance Committee and the full board to consider new Board candidates that will bring specific skills around business development, fund raising and philanthropic outreach. Staff will suggest a list of such candidates for your consideration.

Board Membership Policies

The SFEI and ASC Bylaws both **require** a minimum of 11 member and allow up to 21 members. With the current departures the SFEI Board will have 15 members and the ASC Board will have 14 members.

The number and qualifications for Board members is set forth in the bylaws. For the committee's convenience, the relevant portions of the Bylaws are attached to this position paper. The 6 Ex-Officio ASC Members are named as SFEI Board Members in the bylaws; the requirements for the at-large Board Members vary slightly between the organizations:

ASC Bylaws:

"The Board shall ensure that the new Members and their representative Directors shall contribute to a balanced stakeholder representation of user groups, environmental protection advocates, scientists and regulators of public trust resources." ASC Bylaws section 6.3 (b).

SFEI Bylaws

"a) At a minimum, the Board shall include, at all times, two or more Directors who represent organizations that participate financially in the Regional Monitoring Program for Water Quality, two or more Directors with a demonstrated commitment to protection of the Estuary, and two or more Directors representing the scientific research community." SFEI Bylaws Section 5.3 (a). There is also additional language regarding a balanced Board Composition in the Bylaws (attached).

The attached background material provides on:

- 1) SFEI Development Strategy – (Note this was previously provided to the Board)
- 2) SFEI Bylaws on "SFEI General and Specific Purpose"

Attachment 1

To: SFEI Board of Directors

From: Warner Chabot

Re: Challenges and Opportunities for SFEI/ASC - A Proposed Development Strategy

Note – In this memo, the term SFEI refers to both SFEI and the Aquatic Science Center.

Executive Summary:

SFEI is growing a diverse and substantial portfolio of Northern CA projects focused on long range planning and climate change adaptation. Most are currently focused on the SF Bay and Delta. This provides a unique opportunity for regional leadership by SFEI. A proposed strategy to seize this opportunity will require a comprehensive effort to secure non-governmental funding from the foundation and corporate philanthropic community. Such funding will strengthen our financial base and enable SFEI to be more nimble and visionary in how we collaborate with the region's diverse stakeholders and leaders.

The future of SFEI will be determined in large part by how we address a major contradiction. SFEI is a powerful and influential CA institution. Our leadership and strong reputation among a great many decision-makers is largely due to the high caliber and diversity of our staff and our consistent production of high caliber objective scientific and technical work products.

Yet, SFEI also has a double financial Achilles heel. First, we have no core source of base funding for our general operations. We depend 100% on an uninterrupted stream of new projects to fund our entire operations including the time and resources to develop and secure those projects. Second, our growing but insufficient financial reserve is due in large part, to a high dependency on government grants and contracts, which can be cyclical and which mirror the economy. Yet a growing number of those government programs contain ever-restrictive overhead limits that fail to cover our basic operating expenses. Much of the billions in Prop 1 funding for water issues also contain these limits.

This memo provides an assessment of the changing landscape in which SFEI operates, and a proposed strategy to diversify and strengthen SFEI's income stream in the coming years. The Board and staff should be proud of SFEI's many accomplishments over two and a half decades. Our portfolio builds on SFEI's work on water quality with an expanding range of resilient landscape work to support the enhancement, protection and restoration of the San Francisco Bay-Delta and its surrounding watersheds.

But the number, scope and complexity of environmental planning issues and opportunities will require SFEI to evolve to remain a viable institution in the coming decades. Since SFEI's 1993 creation, our partners (local, state and federal planning and resource agencies), have increasingly tackled a diverse range of land use, watershed planning, habitat restoration and climate change issues throughout California. These efforts ultimately require our focused work on the Bay-Delta's health. These multi-agency efforts have also dramatically expanded the geographic scope, complexity and range of SFEI's science. For example, our work on Delta landscapes, Baylands Goals and BCDC's regional "rising tides" effort involves SFEI in long-range planning collaborations with a great many agencies and stakeholder groups. A challenge for SFEI is these complex, multi-agency efforts require considerable unfunded time to develop and define our role. Then the subsequent contracts rarely cover the full cost of our participation.

The good news is that SFEI's Clean Water, Resilient Landscapes and Environmental Informatics have produced effective results for our many partners. SFEI has also dramatically increased our profile among many media, government and private sector leaders. We have a unique and timely opportunity to now leverage this high profile and reputation to secure new funding from foundations and corporate philanthropy to support projects that allow SFEI to develop and conduct:

- Collaborations among multiple stakeholders, for long-range, visionary (science based) planning,
- Development and analysis of options to address complex, regional climate adaptation issues.
- Outreach, coordination and translation of our science based studies to inform the stakeholders and leaders who must make the essential policy decisions (based on good science). *Note – Government funded projects rarely provide the funding to inform the decision makers who must fully understand SFEI's science studies in order to make well-informed policy actions that incorporate the science. For example, a 20% increase in funding for outreach, coordination and translation of science into implementation, would likely increase the impact of our science reports by 200-500%*

Securing this funding should also allow SFEI to reduce the amount of unbillable time and to leverage government programs and grow our financial reserve.

SFEI-ASC STRATEGIC PLAN GOALS

SFEI has a proud, 25 year legacy that reflects the three primary goals in its **SFEI-ASC Strategic Plan**:

- 1) **Science** - Provide science support services, including the development of new science, focused on connecting science to policy and decision making,
- 2) **Data** - Expand data and information synthesis, by developing appropriate tools and systems,
- 3) **Communication** – Provide an independent, accessible discussion forum to communicate advances in scientific knowledge to a wide variety of stakeholders and decision-makers, and to effectively integrate science and policy.

SFEI Development Strategy

This proposed strategy will further implement the above goals, retain SFEI's leadership with existing environmental challenges and provide a more stable and diverse funding base. Achieving this strategy will require that:

- 1) SFEI broadens our funding base by reduces SFEI's extensive dependency on government grants & contracts,
- 2) SFEI secure non-governmental funding for innovative projects that:
 - Strengthen SFEI's role as a proactive initiator of partnerships with local, regional and state agency leaders,
 - Enable SFEI to convene diverse collaborations of stakeholders to develop science-based, long-term strategies and options for regional environmental and climate adaptation challenges, (especially in SF Bay and Delta watershed),
 - Communicate the findings and conclusions of those science studies to a wide audience of media, stakeholders and decision-makers,
- 3) Create a **Development Advisory Committee** to work with the SFEI staff and a Development Consultant on a non-governmental funding strategy.

SFEI's Evolution

Since 1993, SFEI has kept our focus on aquatic related issues, while also dramatically expanding its geographic scope, diversity and complexity of projects. More specifically, SFEI growth has included:

- **Geography** - SFEI's **geographic** focus has expanded from monitoring the Bay to planning and management issues for the Bay-Delta and its watersheds. Our focus is sharpened by our involvement in other regions, notably the Klamath River, Russian River, Tahoe Basin, and Southern California Bight. We are poised to strategically expand our focus to include the North Coast.

- **Programs** - Our programmatic focus has also expanded from estuarine water quality to larger watershed issues of flood control, ecological health, wetlands restoration, urban land use, watershed analysis, climate change, and sea level rise.
- **Communications** – We have dramatically increased our external outreach and communications to the media and to other decision makers. This has successfully raised SFEI’s profile among potential funders outside of SFEI’s base of government agencies.

The Changing Landscape of Issues and Opportunities - Climate Adaptation and Regional Planning

In recent years, local governments, agencies, and various collaborations of NGO, business and government leaders have begun to focus more on large scale, regional planning efforts. These efforts have been greatly influenced by the many impacts of emery Climate Change including:

- extreme weather
- drought
- flooding
- sea level rise

Most CA government, public policy and private sector leader defined Climate Change as the issue of our generation. The climate change issue has increased the efforts of resource agencies to focus on regional planning issues that include:

- Climate adaptation policies;
- Accelerated wetlands restoration and increased/accelerated sediment supply;
- Comprehensive re-invention of flood control systems;
- Landscape visions to define, restore and maintain ecological health over the long term;
- Planning principles to increase water conservation, reuse and urban resiliency;
- Data base repositories and GIS tools to support regional resiliency planning;
- Comprehensive watershed analysis, design and monitoring;
- Regional permitting, monitoring and reporting of metrics of success on restoration and resiliency policies.

Because climate change impacts are so dramatic and widespread, various agency/NGO collaborations are focused on large scale, regional planning and policy projects. The chart below summarizes some of those regional efforts:

Regional Planning Efforts in the SF Bay & Delta Region

SLR planning efforts	Key Players	Geographic scope	Role/Goals
Baylands Goals 2015 Update	Coastal Conservancy, 21 agencies & NGOs, 200 scientists	Regional – SF Bay	Ecological framework, science principles & priorities for 100k in regional wetlands restoration.
SF Bay Restoration Authority	Coastal Conservancy, Nine SF Bay Counties - others	Regional – SF Bay	Implement Baylands Goals Update w/policies & process to manage \$500M for wetlands restoration

Delta Landscapes – Guide to Science-Based Delta Conservation	CA Fish & Wildlife, Delta Stewardship Council, Delta Conservancy- others	Sacramento-San Joaquin Delta	Provide science principles for a Practitioner’s Guide to Science-Based Delta Restoration
Resilient Silicon Valley	Google, SFEI, HT Harvey	Greater Silicon Valley	Develop resiliency principles and apply them to a major region of Silicon Valley – Fall 2017 rollout
Adaption to Rising Tides (ART)	BCDC, MTC nine-County stakeholders,	Nine SF Bay Counties.	Conducted a 9-county study of SLR vulnerability and risk w/focus on transportation \$1.2M budget
Policies for a Rising Bay	BCDC, steering committee	Regional	Examine fill laws and policies as well as new govt. institutions/roles
CCMP – Comprehensive Conservation and Management Plan	SF. Estuary Partnership, EPA, Resources Agency etc.	SF Bay-Delta Estuary	Comprehensive State/Federal Policy framework for SF Bay Delta Estuary. Fall 2017 for Approved update. Need for implementation
Bay Area Regional Collaborative	ABAG, BCDC, MTC, ARB	Regional	Support development of a comprehensive regional climate adaptation plan
Plan Bay Area 2040	BARC Partners	Regional – SF Bay Area	State-mandated, integrated long-range transportation, land-use and housing plan. Goal: 2017 update.
CHARG – Climate Hazard Adaptation Resiliency Group	Flood Control Agencies, FEMA + 100 agencies and NGO groups	Regional	Focus on regional Governance, Policy and Finance solutions for flooding and other major risks
Resilience by Design Competition	Led by SF City and BCDC, w/ BARC, SCC, SFEI and cities of S.J. and Oakland	SF Bay Region	Goal to manage an international urban resiliency design contest for 6-10 sites along SF Bay shoreline
Resilient Shoreline Partnership	BCDC, ABAG, SFEP, SCC, MTC	Regional	Plan bay area sustainable communities strategy update
Climate Ready Institute (CRI)	UC Berkeley, Stanford, LBL, others?	Regional	Bringing academic research on strategic adaptation questions
San Mateo County vulnerability assessment, SV 2.0	Santa Clara County executive office, SCVWD; San Mateo county	San Mateo County, Santa Clara County	Vulnerability planning

Due to these multiple and sometimes overlapping planning efforts, SFEI is increasingly asked to advise on complex issues or provide science-based technical support for land use planning, habitat restoration and regulatory options. This SFEI work often cuts across public policies and programs within and among agencies to support their necessary coordination. These efforts also often produce inquiries from stakeholders or media for which funding does not exist.

In addition, many government contracts fail to adequately fund a substantial public education or outreach efforts to inform media, stakeholders and decision makers about the findings and conclusions of a major report. For example, the very small communications budget for the 2015 **Baylands Goals Update** report, severely limited the ability of SFEI staff to educate and inform key

policy makers who are essential to the implementation of the report's recommendations. These funding limitations also undermine SFEI's ability publicly demonstrate the value and potential use of our products.

Challenges to SFEI's Business Model and Financial Stability

Despite its multiple accomplishments and strong reputation among many agencies, SFEI does not have a single, dedicated financial base. Over a five year period our surplus averaged about 1% of our revenues.

With an approximate \$10M annual budget, our cash reserves will only fund the organization for approximately one to 1.5 months. Our minimal goal is a three month reserve fund. Yet, even as we continue to increase our reserve fund, our staff and budget growth has kept the reserve at a 1-1.5 month level.

This results in virtually no "breathing room" between finishing one project and the need to immediately start the next project. This places a significant amount of stress on staff to be extra vigilant about seeking development opportunities while also meeting high standards on current contracts. Each request to participate in a meeting must be weighed with a "is this funded" question. This memo has already defined high dependency on government grants and contracts as a major factor in maintaining this challenge.

SFEI staff are pursuing several options to address this challenge. They include:

- 1) **Business Consultant** – Working with a Business Consultant to evaluate our billing model and to advise on address the various government restrictions on overhead expenses.
- 2) **Diversity our Funding Base** - Exploring options to secure Foundation and Corporate philanthropy funding sources.

Request to the Board

SFEI staff believe that a more diverse funding base (from non-government sources), will meet multiple goals, including support for SFEI-developed projects that:

- Supplement or augment current contracts with government funding that does not cover SFEI's project overhead costs,
- Support stakeholder and other collaborative efforts that are too often an unbillable
- Enable SFEI to convene key stakeholders to develop or analyze long-range options to complex, planning issues,
- Allow SFEI to anticipate and respond to gaps, opportunities with regional planning efforts,
- Allow SFEI to conduct critical public outreach and communication efforts to inform and educate media, stakeholders and decision makers on the results of recent SFEI science reports
- Fund the cost of ongoing maintenance, updating and technical support to various entities SFEI's many science-based GIS tools

A prime source of funding for these efforts is the philanthropic (foundation) community and corporate philanthropy arms of companies like Autodesk, PG&E and other N. CA companies. Appropriately crafted proposals to these entities will allow SFEI to maintain its essential objective independence while also strengthening SFEI's financial base.

For example, SFEI has already provided a briefing on SF Bay issues to the Silicon Valley Community Foundation, the nation's largest community foundation. The response was extremely positive. The Foundation requested a set of brief concepts summaries from which they might request more detailed proposal. SFEI submitted five concepts. The Foundation decided to fund a process to create a more complete strategic plan for a **Center for Resilient Landscapes**. Located within the Resilient Landscapes program the Center will provide a forum for visionary business, government and NGO leaders to develop and share long-range climate adaptation options

A Proposed Development Advisory Committee – Staff has previously recommends that the Board designate a Development Advisory Committee to work with SFEI to:

- Identify and advise on candidates for funding opportunities,
- Assist with outreach to those candidates,
- Provide advice and input on proposals to those candidate funding sources

An Advisory Committee (as opposed to standing Board Committee), provides greater flexibility. It allows the Board to not only designate Board members to the committee, but also to add outside advisors who might help support SFEI's efforts. An additional advantage of an Advisory Development Committee is that it can introduce possible community leaders (and possible future Board members) to SFEI's organization and programs.

We have not yet formally created that committee. However, several Board members have been working with staff on development strategies. We are now working with a development consultant and we will create such a committee based on the consultant's recommendations.

Attachment 2

SFEI Bylaws

GENERAL AND SPECIFIC PURPOSES

2.1 General Objectives and Purpose

The purpose of this corporation is to carry out monitoring, research and communication in the San Francisco Bay-Delta area in order to (1) develop a sound scientific understanding of the condition and function of the estuary; (2) provide a sound scientific basis for environmental management and regulation; (3) support the enhancement, protection, or restoration of the San Francisco Bay-Delta and its resources for scientific, educational and other purposes; and (4) communicate scientific information about the Bay and Delta to governmental, educational, business, environmental and civic organizations and the public.

2.2 Specific Objectives and Purpose

The primary objective and purpose of this corporation shall be to describe the health of the Estuary in scientifically objective terms and to provide the scientific understanding needed to manage the complex and biologically rich San Francisco Bay-Delta Estuary. The Institute will accomplish its purpose through the implementation of coordinated, cooperative monitoring, research, data management and communications efforts designed to produce information that (1) addresses management needs, (2) guides decision-makers, and (3) informs the public. The Institute will accomplish these goals through a combination of the work of its staff, contractual activities, and coordination and cooperation with appropriate federal, state, and local agencies, educational and research institutions, business and industry, and other non-governmental organizations. The Institute shall focus its efforts on the development and distribution of sound scientific information. It may objectively evaluate the consequences of existing or proposed management approaches, but will not advocate, lobby for, or formally recommend specific laws, regulations, standards or other management activities governing use of the resources of the San Francisco Bay-Delta Estuary.

Sherry Hull

From: Sherry Hull
Sent: Wednesday, June 14, 2017 8:42 AM
To: Sherry Hull
Subject: FW: [NACWA P3 Cmte] Dental Amalgam Rule Finalized

From: Tim Potter [mailto:TPotter@centralsan.org]
Sent: Thursday, December 15, 2016 2:36 PM
Cc: Cynthia Finley (cfinley@nacwa.org) <cfinley@nacwa.org>
Subject: FW: [NACWA P3 Cmte] Dental Amalgam Rule Finalized

Sorry for any duplicative and cross-postings.

Happy Holidays from the USEPA! As you will see from Cynthia's email and review of the final rule, this action is much better than what it could have been. A NACWA workgroup participated in efforts to modify the contents of the final rule and many critical issues impacting POTW pretreatment programs were addressed in the final rule. In addition to Cynthia's summary, here's a few issues to consider as you review the final rule and begin to consider implementation issues (based on a very cursory review):

- All POTWs (approved pretreatment programs, no pretreatment programs, programs with existing amalgam separator programs) are required to receive the one-time certification from existing (3-year timeframe) and new (within 90 days of starting to discharge) dental facilities. While accommodating the processing of this submittal will take some resources, the rule does not obligate agencies to pursue enforcement against dentists who do not submit the required certification. Local agencies' level of effort is to be determined but will be relatively minimal after the PSES facilities are processed.
- The final rule identifies the content of the certification form but does not provide a form to use. The burden to develop a compliant form can fall on individual agencies or it might be developed by national, state, or regional associations/agencies (maybe ADA?). The latter strategy would be beneficial for local agencies that do not currently have an amalgam separator program.
- Agencies with existing dental amalgam programs that required amalgam separator certification forms to be submitted may need to require resubmittal of certifications if the original forms used did not contain the elements specified in the final rule. We tried to enable existing programs to be grandfathered in but I could not locate language that would allow "incomplete" certification (albeit equivalent) forms to be accepted.
- Local agencies are not required to permit, inspect, or sample dental offices unless they choose to do so under their local program so the final rule does not require a sustained significant effort by local agencies.
- No SIU conversion for non-compliant dental practices! Dental practices will not be SIUs unless a local agency classifies them to be SIUs.

More to come as more detailed analysis of the final rule is completed. Let me know if you have any questions after reviewing the final rule.

Tim

From: Cynthia Finley [mailto:cfinley@nacwa.mmsend.com] **On Behalf Of** Cynthia Finley
Sent: Thursday, December 15, 2016 1:21 PM
To: Tim Potter
Subject: [NACWA P3 Cmte] Dental Amalgam Rule Finalized

NACWA Pretreatment & Pollution Prevention Committee:

EPA signed the final Dental Amalgam Rule today, and a pre-publication version of the rule is now available [here](#). EPA has responded well to all of NACWA's comments on the proposed rule, and the final rule has significantly reduced the burden on POTWs. Although all dental offices will be required to have dental amalgam separators, POTWs will only need to collect a one-time certification report from the dental offices and will not be responsible for enforcing compliance.

Here is a brief synopsis of the rule:

- Dental dischargers are not Significant Industrial Users or Categorical Industrial Users, unless a Control Authority designates them as an SIU or CIU, as explained below:
"This regulatory approach also eliminates the additional oversight requirements for Control Authorities that are typically associated with SIUs, such as permitting and annual inspections of individual dental offices. It also eliminates additional reporting requirements for the Control Authorities typically associated with CIUs, such as identification of CIUs in their annual pretreatment reports. At the same time, the final rule recognizes the Control Authority's discretionary authority to treat a dental discharger as an SIU and/or CIU if, in the Control Authority's judgement, it is necessary."
- Dental offices must follow the pretreatment standards in the rule, but Control Authorities are not required to implement the traditional oversight in the General Pretreatment Regulations.
- Dental offices must submit a one-time compliance report to their Control Authority certifying that they have installed, operate, and maintain an amalgam separator that meets the the ISO 11143 Standard or the ANSI/ADA Specification 108, or equivalent, and that they follow two best management practices (BMPs):
 - o Waste amalgam from chair-side traps, screens, filters, dental tools, and other devices must not be discharged to a POTW; and
 - o Dental unit water lines, chair-side traps, and vacuum lines must not be cleaned with oxidizing or acidic cleaners.
- Dental offices complying with existing state or local amalgam separator programs must still meet these requirements.
- Dental offices may continue to use existing dental amalgam separators for their lifetime or ten years, whichever comes first.
- Mobile dental units are exempt from the pretreatment standards.
- Existing sources have three years to comply with the rule.
- New sources must who begin discharging 30 days after publication of the rule must comply immediately.

We will provide a more thorough analysis soon. In the meantime, please let me know if you have any questions or concerns about the final rule. Thanks again to all of you who contributed data and input for NACWA's comments – all of your contributions truly made a difference and have helped EPA to come up with a final rule that seems to be quite reasonable.

Thank you,
Cynthia

Cynthia A. Finley, Ph.D.
Director, Regulatory Affairs
National Association of Clean Water Agencies
202-533-1836

Sherry Hull

From: Sherry Hull
Sent: Wednesday, June 14, 2017 8:45 AM
To: Sherry Hull
Subject: Dental Amalgam Rule Update
Attachments: dental-office-category_final_prepub_06-09-2017.pdf; FW: [NACWA P3 Cmte] Dental Amalgam Rule Finalized

From: Tim Potter [<mailto:TPotter@centralsan.org>]
Sent: Tuesday, June 13, 2017 3:05 PM
Subject: Dental Amalgam Rule Update

Sorry for any cross-postings. As you may have heard, the USEPA has restarted the rule adoption procedures to promulgate the federal dental amalgam rule. Attached is the pre-publication pdf copy of the rule signed by EPA on 6/9/17 which is unchanged from the December 2016 version that was signed by the EPA but never published. This recent development took me by surprise but it appears the federal dental amalgam rule will go forward. Attached is an email with a summary of the rule that I sent out in December that appears to be applicable to this recent rule adoption. I confirmed with Amelia Whitson with EPA Region 9 that the burden to comply with the new standards is on the dental practices and not on POTW Pretreatment Programs. We need to receive the one-time certifications forms but there is not an requirement for local agencies to take enforcement for non-submittal of forms. More to come as we move forward with implementation but I wanted to share this recent development.

Tim

Sherry Hull

From: Sherry Hull
Sent: Monday, June 12, 2017 11:10 AM
To: Sherry Hull
Subject: Subject: BARR Public meeting on June 20th

From: "Wallace, Douglas" <douglas.wallace@ebmud.com>
Date: June 6, 2017 at 12:59:26 PM PDT
Subject: BARR Public meeting on June 20th

Greetings Drought Task Force members,

As a part of the outreach effort for the BARR Drought Contingency Plan (DCP), a public meeting will be held to discuss the draft DCP on Tuesday, June 20 at 6:00 p.m. at East Bay MUD's downtown Oakland office. The time will be split between a summary presentation to brief the public on the DCP content and an open format to receive public comments.

We tentatively plan to release the draft DCP for public review on June 9 and provide a 10-day comment period. The final DCP is due to the U.S. Bureau of Reclamation on June 26.

I'll be back in touch to notify you when the draft DCP is released publicly. In the meantime, please call with any questions.

Thank you, Doug

(510) 287-1370