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<b>REPORTS</b>		<b>12:10 PM</b>	
27	Committee Reports		<b>86-94</b>
28	Member Highlights		
29	Executive Director Report		<b>95-103</b>
30	Regulatory Program Manager Report		<b>104-105</b>
31	Other BACWA Representative Reports		
	<b>a. RMP TRC</b>	Mary Lou Esparza	<b>106-112</b>
	<b>b. RMP Steering Committee</b>	Karin North; Leah Walker; Eric Dunlavey	
	<b>c. Summit Partners</b>	Dave Williams; Lori Schectel	
	<b>d. ASC/SFEI</b>	Laura Pagano; Dave Williams; Amit Mutsuddy; Karin North	
	<b>e. Nutrient Governance Steering Committee</b>	Eric Dunlavey; Eileen White; Bhavani Yerrapotu; Lori Schectel	
	<b>e.i Nutrient Planning Subgroup</b>	Eric Dunlavey	
	<b>e.ii NMS Technical Workgroup</b>	Eric Dunlavey	
	<b>f. SWRCB Nutrient SAG</b>	Dave Williams	
	<b>g. SWRCB Focus Group – Mercury Amendments to the State Plan</b>	Tim Potter; Laura Pagano; David Williams	
	<b>h. NACWA Taskforce on Dental Amalgam</b>	Tim Potter	
	<b>i. BAIRWMP</b>	Cheryl Munoz; Linda Hu; Dave Williams	
	<b>j. NACWA Emerging Contaminants</b>	Karin North; Melody LaBella	
	<b>k. CASA State Legislative Committee</b>	Lori Schectel	
	<b>l. CASA Regulatory Workgroup</b>	Lorien Fono	
	<b>m. ReNUWIt</b>	Jackie Zipkin; Karin North	
	<b>n. RMP Microplastics Liaison</b>	Nirmela Arsem	
	<b>o. AWT Certification Committee</b>	Maura Bonnarens,	
	<b>p. Bay Area Regional Reliability Project</b>	Eileen White	
	<b>q. WateReuse Working Group</b>	Cheryl Munoz;	
	<b>r. San Francisco Estuary Partnership</b>	Eileen White; Dave Williams	
	<b>s. CPSC Policy Education Advisory Committee</b>	Doug Dattawalker	
	<b>t. California Ocean Protection Council</b>	Lorien Fono	
<b>32 SUGGESTIONS FOR FUTURE AGENDA ITEMS</b>		<b>12:27 PM</b>	
<b>NEXT MEETING</b>		<b>12:28 PM</b>	
The next regular meeting of the Board is scheduled for May 18, 2018 from 9:00 am to 12:30 pm at EBMUD Headquarters, 2nd Floor Large Training Room, 375 11th Street, Oakland, CA.			
<b>ADJOURNMENT</b>		<b>12:30 PM</b>	

## ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Lori Schectel (Central Contra Costa Sanitary District); Amit Mutsuddy (San Jose); Ryan Jackson (SFPUC); Michael Connor (East Bay Dischargers Authority); Eileen White (East Bay Municipal Utility District).

## Other Attendees:

<u>Name</u>	<u>Agency/Company</u>
Dave Richardson	RMC
David Senn	SFEI
Eric Dunlavey	San Jose
Jacqueline Zipkin	EBDA
Karin North	City of Palo Alto
Nirmela Arsem	EBMUD
Sarah Deslauriers	Carollo
Tom Hall	EOA, Inc.
Rion Merlo	Brown & Caldwell
Vince De Lange	Delta Diablo
David Williams	BACWA
Lorien Fono	BACWA
Sherry Hull	BACWA

## PUBLIC COMMENT

None.

**CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER** – Report from Lab Committee Chair on recent training was taken out of order following Item 6.

## CONSENT CALENDAR

**1.** February 16, BACWA Executive Board Meeting Minutes – The approved minutes will be posted on the BACWA website.

**2.** January 2018 Treasurer’s Reports and Financial Summary – A Financial Summary Report was included in the Packet. A copy of the FY18 Budget as of January 31, 2018, (58% 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 includes a report on the Alternative Investments and, because those investments are less liquid than previous investments, a report on BACWA liquidity in also provided.

**Consent Calendar items 1 and 2:** A motion to approve was made by Eileen White and seconded by Michael Connor. The motion was approved unanimously.

## **APPROVALS & AUTHORIZATIONS**

**3.** Approval: None

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

### **Agenda Item 4 – Discussion: Nutrients**

#### **a. Regulatory**

- i. NST meeting report-out – The Executive Director gave a report on the March 15, 2018 Nutrient Strategy Team meeting. Concepts for the proposed Regional Report, and banking or credits for early action were discussed. Several more meetings will be scheduled in the coming months to refine the concepts and accompanying permit language. This may include either general language with parameters on how agencies may negotiate for permit conditions, or a curve showing a timeline of regulatory certainty for agencies doing early actions versus percent nutrient removal due to those actions.
- ii. Update on Optimization/Upgrade Studies Progress – An email from HDR to the Contract Management Group was included in the Packet. The Executive Director noted that twelve plant reports have been sent out and that all reports will be sent out within the next two weeks. Several acceptance letters have been received and the consultant is working on updating reports for those agencies that submitted corrections. There was a discussion about providing updates for the sea level rise memo. The final report is in progress and is due July 1, 2018. Agencies may submit additional information to be linked into the final report.

#### **b. Technical Work -**

- i. NMS Science Program Update – The Science Manager gave an update on the program with an emphasis on an overview of the modeling program. The [presentation](#) is available on the BACWA website.

#### **c. Governance Structure –**

- i. Nutrient Strategy Steering Committee Meeting #16 Debrief – The Agenda and Program from the March 9, 2018 meeting, and a [LINK](#) to the meeting materials, were included in the Packet. The Executive Director gave an overview of the discussion including key discussions on steering committee member changes, the role of the steering committee in reviewing technical documents that are developed by external researchers prior to publication. The Board clarified that the review request is to provide agencies with information about upcoming scientific publications so as to avoid surprises.

Agenda **Item 5** - Discussion: March WB Joint Meeting Debrief – Minutes from the March 2, 2018 meeting were included in the Packet. The Regulatory Program Manager first noted a correction to the list of attendees. She then highlighted the discussion on future nutrient Management Actions and gave an overview of the other agenda items. A member of the Water Board staff has indicated an interest in working with BACWA to develop a White Paper on an expansion of permitting of horizontal levies. This, along with further discussion on Recycled Water, will be added to future agendas.

Agenda **Item 6** – Discussion: Lab Committee Report on TNI & BACWA Role – The Lab Committee Chair gave an update on the implementation of TNI and BACWA’s role. There appears to be no current action items for BACWA. Agencies are still getting over the hurdles of determining how to implement TNI and are primarily using agency staff for the transition. The date for TNI adoption is now in 2019. The Lab Committee has included a request for funds in their FY19 budget for a workshop to help agencies share information.

Agenda **Item 7** - Discussion: Update on Chlorine Residual Basin Plan – Dr. Thomas Hall gave an update on his work. He has completed the literature review on reporting limits for chlorine residual, and his survey of CIWIQs data where he found 32 excursions by POTWs in the Region that warranted MMPs. Regional Water Board staff provided a table of dilution credits granted to agencies throughout the Region, which he will share with BACWA.

Agenda **Item 8** - Discussion: H2S Limit Comment Letter – CalOSHA is considering reducing the H2S limit for worker exposure. Initially they had considered dropping it to 1ppm from 10ppm, but after a letter in December 2017 from industry associations, including BACWA, stating that the lower limit was not supported by the science and would be costly to meet, they are now considering a limit of 5ppm instead. A copy of the December 2017 joint comment letter was included in the Packet. The industry associations followed up with a comment letter in March 2018 with comments that although they prefer a limit of 10 ppm, 5 ppm is acceptable. A [LINK](#) to the March joint comment letter is on the BACWA website. The Regulatory Program Manager gave an overview.

Agenda **Item 9** – Discussion: CEC Panel Draft Report Comment Letter – A copy of the joint comment letter was included in the Packet. The Regulatory Program Manager gave an overview, including the recycled water community’s concerns about bioanalytical panels. The Board suggested that BACWA contact members of the CEC Scientific Advisory Panel to better understand their thinking about requirements for bioanalytical testing for potable reuse projects.

Agenda **Item 10** – Discussion: Pyriproxyfen Risk Assessment Comment Letter – A copy of the BACWA comment letter was included in the Packet. The letter requests that EPA consider the route to the sewer in its pesticide risk assessments. The Regulatory Program Manager gave an overview and it was noted that NACWA has submitted a similar letter.

Agenda **Item 11** – Discussion: SSSWDR Comment Letter – The Regulatory Program Manager noted that BACWA had provided its comments to CASA for their comment letter. CASA’s letter was still being drafted at the time of the meeting.

Agenda **Item 12** – Discussion: CMSA Permit Petition – A copy of the joint draft CASA/BACWA Petition Letter was included in the Packet, along with a [LINK](#) to the Petition. The letter recommends that the State Water Board take up the petition filed by the satellite agencies to remand CMSA’s NPDES permit. The Executive Director gave an overview and asked whether members had any comments on the letter. BACWA will alert CASA that it will sign onto the letter.

## **OTHER BUSINESS-OPERATIONAL**

Agenda **Item 13** – Discussion: Second Draft of FY19 Budget – The second draft of the FY19 BACWA Budget, along with a copy of the updated 5-Year projection, was included in the Packet. The Executive Director gave an overview of the changes requested by the Board to the Draft Budget. A Board member suggested a review of target reserves. Staff will bring a Final FY19 Budget and Workplan back to the Board at the April 2018 Executive Board Meeting for approval.

Agenda **Item 14** – Discussion: Biannual Update on CASA Climate Change & Energy (ACE) Workgroup – The Board heard a presentation from Sarah Deslauriers, Climate Change Program Manager, on the current status of the program. Her presentation focused on the BAAQMD’s methane strategy and rule development, as well as climate change adaption. A copy of her [presentation](#) is on the BACWA website.

Agenda **Item 15** – Discussion: NBWA Conference Sponsorship - Complimentary Tickets (2) – The Sponsor Confirmation and Benefits, including two complimentary tickets, were included in the Packet. The Executive Director asked if any Board Members wanted to attend. One Board Member requested one of the tickets. The other will be offered to BACWA Members.

Agenda **Item 16** – Discussion: Report from Lab Committee Chair on recent training – A trip report was included in the Packet. The Lab Committee Chair provided an overview on the Forum on Environmental Accreditation. While there is continued concern from California labs, the overall impression is that California will go forward with the TNI standard adoption.

Agenda **Item 17** – Discussion: Website Mobile Layer – The Executive Director provided the Board with an update on the release of the BACWA website mobile application and suggested they try it on their mobile devices.

Agenda **Item 18** – Discussion: BAPPG RFQ Results – A [LINK](#) to the RFQ’s received was included in the Packet. The Regulatory Program Manager updated the Board on how many responses were received and what decisions were made based on those responses.

Agenda **Item 19** – Discussion: Update on Wastewater Operator Training Certification Program – A email showing the proposed Fall 2018 schedule and spreadsheet showing the projected schedules for Fall 2018 through Spring 2020 was included in the Packet. The Executive Director gave an overview of the progress made. BACWA will provide information on the program in the next BACWA Bulletin.

Agenda **Item 20** – Discussion: Risk Reduction Options – The risk reduction permit language extracted from the mercury/PCB Watershed Permit, and a [LINK](#) to the entire Permit, were included in the Packet. The Regulatory Program Manager reviewed the requirements and reminded the Board how they were met in the previous permit. The Board agreed that, once discussed with the Water Board staff, asking the previous grantees to continue the work and providing them with a series of lump sum payments would be the best approach.

Agenda **Item 21** – Discussion: RMP CEC Workgroup Meeting 4/12-13/18 – A [LINK](#) to the meeting materials was included in the Packet.

Agenda **Item 22** – Discussion: Microplastics Workgroup Meeting 5/15/18 – A [LINK](#) to the meeting materials was included in the Packet.

## REPORTS

Agenda **Item 20** – Committee Reports – BACWA Committee Reports were included in the Packet.

AIR Committee: The meeting was too late for the Board Report to be included in this month’s packet.

BAPPG Committee: No meeting.

Biosolids Committee: No meeting.

Collections Committee: No meeting.

InfoShare - Asset Management: A report from the February 21, 2018 meeting was included in the Packet.

InfoShare – Operations & Maintenance: No meeting.

Lab Committee: Reports from the December 13, 2017 and the February 14, 2018 meetings were included in the Packet.

Permits Committee: A Report from the March 13, 2018 meeting was included in the Packet.

Pretreatment Committee: No meeting.

Recycled Water Committee: No meeting.

Agenda **Item 21** - 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:** The Oro Loma permit was adopted on March 14, 2018.

**EBMUD:** They recently completed a pretreatment inspection.

**Central Contra Costa:** No comment.

**San Francisco:** No comment.

**San Jose:** No comment.

**City of Palo Alto:** No comment.

Agenda **Item 22** - The **Executive Director's (ED) Reports** for February 2018, along with the Board Calendar, and BACWA Action Items, were included in the Packet. It was noted that 45 of 47 action items from FY18 have been completed.

Agenda **Item 23** - The **Regulatory Program Manager (RPM) Report** for February 2018 was included in the Packet.

Agenda **Item 24 - Other BACWA Representative Reports** – BACWA Representative were given an opportunity to provide updates. No actions were taken based on the reports.

- a. RMP-TRC: Mary Lou Esparza – No report.
- b. RMP Steering Committee: Karin North; Leah Walker; Eric Dunlavey – No report
- c. Summit Partners: Dave Williams; Lori Schectel – No report.
- d. ASC/SFEI: Laura Pagano; Dave Williams; Amit Mutsuddy; Karin North – Will be hiring a Development Director to provide more sustainable funding going forward.
- e. Nutrient Governance Steering Committee: Eric Dunlavey; Eileen White; Bhavani Yerrapotu; Lori Schectel – No report.
  - i. Nutrient Planning Subgroup: Eric Dunlavey
  - ii. NMS Technical Workgroup: Eric Dunlavey
- f. SWRCB Nutrient SAG: Dave Williams – No report.
- g. SWRCB Focus Group – Mercury Amendments to the State Plan: Tim Potter; Dave Williams; Laura Pagano – No report
- h. NACWA Taskforce on Dental Amalgam: Tim Potter – No report.
- i. BAIRWMP: Cheryl Munoz, Linda Hu, Dave Williams – No report.
- j. NACWA Emerging Contaminants: Karin North, Melody La Bella – No report
- k. CASA State Legislative Committee: Lori Schectel – No report.
- l. CASA Regulatory Workgroup – Lorien Fono - No report.
- m. ReNUWIt: Jackie Zipkin; Karin North – Looking for opportunities for better communications.
- n. RMP Microplastics Liaison: Nirmela Arsem – No report.
- o. AWT Certification Committee: Maura Bonnarens – No report.



- p. Bay Area Regional Reliability Project: Eileen White– No report
- q. WaterReuse Working Group: Cheryl Munoz – No report.
- r. San Francisco Estuary Partnership – Eileen White; Dave Williams – The meeting Agenda was included in the Packet. The highlights were Transition Zone Methodology and Highway 37.
- s. CPSC Policy Education Advisory Committee – Doug Dattawalker – No report.
- t. California Ocean Protection Council – Lorien Fono – The council adopted Climate Change Adaption guidance on March 14. The document is linked in the packet.

**Agenda Item 25 - SUGGESTIONS FOR FUTURE AGENDA ITEMS.**

Invite a member of the CEC Panel to speak to the Board.

**ANNOUNCEMENTS:**

The next regular meeting of the Board is scheduled for **April 20, 2018 from 9:00 am – 12:30 pm** at the **SFPUC, Hetch Hetchy Room, 13<sup>th</sup> 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](mailto:shull@bacwa.org).

The meeting adjourned at 12:42 pm.



## MONTHLY FINANCIAL SUMMARY REPORT February 2018

### **Fund Balances**

In FY 18 BACWA has three operating funds (BACWA, Legal, and CBC) and two pass-through funds for which BACWA provides only contract administration services (WOT & Prop 84).

**BACWA Fund:** This fund provides the resources for BACWA staff, its committees, and other administrative needs. The ending fund balance on February 28, 2018 was \$1,362,159 which is significantly higher than the target reserve of \$160,000 which is intended to cover 3 months of normal operating expenses. \$249,632 of the ending fund balance is shown on the January Fund & Investments Balance Report as 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 (including \$31,082 that was carried forward into FY18). This leaves an actual unobligated excess fund balance of \$1,112,527 as of February 28, 2018. As the details of what regulatory requirements will be included in the next Nutrient Watershed Permit, these excess funds may be transferred to the CBC fund and used to offset potential Nutrient Surcharge 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 February 28, 2018 was \$1,866,575 which is significantly higher than the target reserve of \$400,000. \$230,632 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. This leaves an actual unobligated excess fund balance of \$1,656,213 as of February 28, 2018. Total Disbursements for FY18 from the CBC Fund include the annual payment of \$880,000 to SFEI for the Nutrient Watershed Permit commitment plus the additional \$200,000 approved by the Board. 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 Nutrient Surcharge increases to the BACWA members.

**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.

Revenues as of February 28, 2018 (67% of the FY) are at 100%. The FY18 BACWA invoices were sent at the end of July 2017 and the end of August 2017, and 100% of those invoices were paid before the end of December. The interest revenue reported through February, 2018 includes \$5,788 interest from the investment of Funds in LAIF for the 4<sup>th</sup> quarter of FY17.



**MONTHLY FINANCIAL SUMMARY REPORT**  
**February 2018**

Overall Expenses as of February 28, 2018 (67% of the FY) are at 73% due primarily to timing of payments.

Those needing additional explanation are:


Administration: This category is 30% expended at 67% of the FY due primarily to timing of invoices.

Communication: This category is 81% expended at 67% of the FY due to the decision to add a mobile layer to the BACWA website.

Legal: This category is 13% expended at 67% of the FY due primarily to no need for regulatory legal support.

Committees: This category is 55% expended at 67% of the FY due primarily to timing of expenditures by the Committees.

Collaboratives: This category is 116% expended at 67% of the FY due primarily to Board approval of a contribution to PPIC that was not budgeted in FY18.

				67% of Budget		
<u>BACWA FY18 BUDGET</u>	<u>Line Item Description</u>	<u>FY 2018 Budget</u>	<u>Actuals Feb 2018</u>	<u>Actual % of Budget Feb 2018</u>	<u>Variance</u>	<u>NOTES</u>
<b>REVENUES &amp; FUNDING</b>						
Dues	Principals' Contributions	\$487,095	\$487,095	100%	\$0	FY18: 2% increase.
	Associate & Affiliate Contributions	\$178,573	\$178,626	100%	\$53	FY18: 2% increase. Assoc: \$8,090; Affiliate: \$1,600 (\$197 over budget)
Fees	Clean Bay Collaborative	\$675,000	\$675,000	100%	\$0	Prin: \$450,000; Assoc/Affil: \$225,000
	Nutrient Surcharge	\$800,000	\$800,008	100%	\$8	Prin: \$533,335; Assoc/Affil: \$266,673
	Voluntary Nutrient Contributions	\$30,000	\$30,000	100%	\$0	FY18: Palo Alto (\$30k)
Other Receipts	Other Receipts	\$0	\$0		\$0	Carry forward of Passthrough funds for Pharm Study into FY18
	AIR Non-Member	\$6,477	\$6,477	100%	\$0	2% increase.
	BAPPG Non-Members	\$3,774	\$3,774	100%	\$0	2% increase.
	Other	\$0	\$0		\$0	
Fund Transfer	Special Program Admin Fees	\$2,550	\$0	0%	-\$2,550	FY18: 2% increase (WOT only)
Interest Income	LAIF	\$12,000	\$18,786	157%	\$6,786	BACWA, Legal, & CBC Funds invested in LAIF
	Higher Yield Investments	\$10,000	\$5,763	58%	-\$4,237	Alternative Investment Interest
	<b>Total Revenue</b>	<b>\$2,205,469</b>	<b>\$2,205,529</b>	<b>100%</b>	<b>\$60</b>	
<b>BACWA FY18 BUDGET</b>						
<u>BACWA FY18 BUDGET</u>	<u>Line Item Description</u>	<u>FY 2018 Budget</u>	<u>Actuals Feb 2018</u>	<u>Actual % of Budget Feb 2018</u>	<u>Variance</u>	<u>NOTES</u>
<b>EXPENSES</b>						
<b>Labor</b>						
	Executive Director	\$195,998	\$130,665	67%	-\$65,333	3.5% CPI (SF/Oakland/San Jose Metro Area Dec 2016)
	Assistant Executive Director	\$87,975	\$57,301	65%	-\$30,674	3.5% CPI (SF/Oakland/San Jose Metro Area Dec 2016)
	Regulatory Program Manager	\$116,438	\$72,657	62%	-\$43,781	3.5% CPI (SF/Oakland/San Jose Metro Area Dec 2016)
	<b>Total</b>	<b>\$400,411</b>	<b>\$260,623</b>	<b>65%</b>	<b>-\$139,788</b>	
<b>Administration</b>						
	EBMUD Financial Services	\$40,000	\$9,946	25%	-\$30,054	
	Auditing Services (Maze)	\$6,300	-\$59	-1%	-\$6,359	FY18: \$6,200 Accrued from FY17 to FY18, less \$1,832 paid for FY17 in July 2017.
	Administrative Expenses	\$7,500	\$3,605	48%	-\$3,895	Travel, Supplies, Parking, Mileage, Tolls, Misc.
	Insurance	\$4,500	\$4,278	95%	-\$222	
	<b>Total</b>	<b>\$58,300</b>	<b>\$17,770</b>	<b>30%</b>	<b>-\$40,530</b>	
<b>Meetings</b>						
	EB Meetings	\$2,500	\$1,117	45%	-\$1,383	Catering, Venue, other expenses
	Annual Meeting	\$10,000	\$7,745	77%	-\$2,255	Catering, Venue, other expenses. (Deposit to hold venue + deposit to hold caterer)
	Pardee	\$6,000	\$5,323	89%	-\$677	Catering, Venue, other expenses
	Misc. Meetings	\$5,000	\$4,012	80%	-\$988	Holiday Lunch, Committee Chair Lunch, Staff Mtgs, Finance Comm, Summit Partners, CASA, NACWA, Toxicity WS
	<b>Total</b>	<b>\$23,500</b>	<b>\$18,197</b>	<b>77%</b>	<b>-\$5,303</b>	
<b>Communication</b>						
	Website Hosting (Computer Courage)	\$600	\$600	100%	\$0	
	File Storage (Box.net)	\$750	\$720	96%	-\$30	
	Website Development/Maintenance	\$1,200	\$2,539	212%	\$1,339	Domains, website changes, mobile layer
	IT Support (As Needed)	\$2,600	\$203	8%	-\$2,397	
	Other Commun (Software)	\$1,100	\$1,028	93%	-\$72	MS Exchange, Survey Monkey, CrashPlanPro, Doodle, Carbonite
	<b>Total</b>	<b>\$6,250</b>	<b>\$5,090</b>	<b>81%</b>	<b>-\$1,160</b>	

FY 2018  
BACWA BUDGET

EXPENSES						
<b>Legal</b>						
	Regulatory Support	\$2,550	\$76	3%	-\$2,474	2% increase.
	Executive Board Support	\$2,050	\$510	25%	-\$1,540	2% increase.
	<b>Total</b>	<b>\$4,600</b>	<b>\$586</b>	<b>13%</b>	<b>-\$4,014</b>	
<b>Committees</b>						
	AIR	\$50,000	\$21,784	44%	-\$28,216	FY18: Agrmt with Carollo for \$50,000. RPM lunches will also be included, but not in budget.
	BAPPG	\$100,000	\$73,030	73%	-\$26,970	FY18: Includes CPSC @ \$10,000 and Pest. Reg Spt. @ \$15,000
	Biosolids Committee	\$3,100	\$265	9%	-\$2,835	Includes WEF Conf
	Collections System	\$1,000	\$0	0%	-\$1,000	
	InfoShare Groups	\$1,200	\$682	57%	-\$518	Funds for 2 workgroups (Asset Mgmt & O&M)
	Laboratory Committee	\$6,000	\$1,434	24%	-\$4,566	Includes Tech Conf & Training
	Permits Committee	\$1,000	\$215	22%	-\$785	
	Pretreatment	\$7,000	\$707	10%	-\$6,293	Includes Training & Factsheet
	Recycled Water Committee	\$1,000	\$0	0%	-\$1,000	
	Misc Committee Support	\$35,000	\$14,766	42%	-\$20,234	Carollo Rule 11-18
	Manager's Roundtable	\$1,000	\$433	\$0	-\$567	New line item in FY18
	<b>Total</b>	<b>\$206,300</b>	<b>\$113,316</b>	<b>55%</b>	<b>-\$92,984</b>	
<b>Collaboratives</b>						
	<b>Collaboratives</b>					
	State of the Estuary (biennial)	\$0	\$0		\$0	Biennial in Odd Years. (Paid biennially in odd years for even year conference)
	Arleen Navarret Award	\$1,000	\$1,000	100%	\$0	Biennial in Even Years (Both 2014 and 2018 may be paid in FY18) Current is for 2014
	FWQC (Fred Andes)	\$7,500	\$7,500	100%	\$0	
	Stanford ERC (ReNUWit)	\$10,000	\$10,000	100%	\$0	
	CWCCG	\$0	\$0		\$0	Moved to CASA
	Misc	\$3,000	\$6,500	217%	\$3,500	FY18: Includes \$5,000 to PPIC approved by Board Sept, 2017
	<b>Total</b>	<b>\$21,500</b>	<b>\$25,000</b>	<b>116%</b>	<b>\$3,500</b>	
<b>Other</b>						
	<b>Unbudgeted Items</b>					
	Passthrough	\$0	\$23,100		-\$23,100	Passthrough for Pharm Study; bal at end of FY17: \$23,100
	Other	\$0	\$0		\$0	Misc Expense Items Not Budgeted
		<b>\$0</b>	<b>\$23,100</b>		<b>\$0</b>	
<b>Tech Support</b>						
	<b>Technical Support</b>					
	Nutrients					
	Watershed	\$880,000	\$880,000	100%	\$0	
	NMS Voluntary Contributions	\$0	\$200,000		\$200,000	FY18: \$200,000 add'l funds approved by Board August 2017
	Additional work under permit	\$100,000	\$0	0%	-\$100,000	FY18: Increased at Board's request
	Opt/Upgrade/Annual Reporting Studies	\$372,298	\$26,304	7%	-\$345,994	FY18: Balance remaining on agreement at end of FY16 less FY17 budgeted amount
	Nutrient Program Coordination	\$50,000	\$0	0%	-\$50,000	
	Voluntary Nutrient Contributions	\$30,000	\$0	0%	-\$30,000	FY18: Palo Alto (\$30k)
	General Tech Support	\$50,000	\$24,632	49%	-\$25,368	FY18: (EOA ChlResidBPA)
	Risk Reduction	\$0	\$7,975		\$7,975	FY18: CIEA extended to 9/30/17 - \$9,853.69 remaining at 7/1/17
	<b>Total</b>	<b>\$1,482,298</b>	<b>\$1,138,911</b>	<b>77%</b>	<b>-\$343,387</b>	
	<b>TOTAL EXPENSES</b>	<b>\$2,203,159</b>	<b>\$1,602,593</b>	<b>73%</b>	<b>-\$600,566</b>	
	<b>NET INCOME BEFORE TRANSFERS</b>	<b>\$2,310</b>	<b>\$602,936</b>			
	<b>TRANSFERS FROM RESERVES</b>	<b>\$0</b>				
	<b>NET INCOME AFTER TRANSFERS</b>	<b>\$2,310</b>				

**CHECK ON BACWA LIQUIDITY THRESHHOLD**

	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	FY19 <u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	BUDGET <u>Totals FY 18</u>	EST BUDGET <u>Totals FY19</u>
<b>BEGINNING UNOBLIGATED FUND BALANCE</b>	\$3,548,734	\$3,455,137	\$3,361,540	\$3,267,943	\$3,174,346	\$3,096,479	\$3,566,882	\$2,957,285	\$3,427,689	\$3,898,092	\$3,820,225	\$3,742,358		
Average Monthly Revenues	\$0	\$0	\$0	\$0	\$0	\$548,270	\$548,270	\$548,271	\$548,270	\$0	\$0	\$0	\$2,205,469	\$2,193,081
Average Monthly Expenditures (Less Large one time Expenses)	(\$93,597)	(\$93,597)	(\$93,597)	(\$93,597)	(\$77,867)	(\$77,867)	(\$77,867)	(\$77,867)	(\$77,867)	(\$77,867)	(\$77,867)	(\$77,867)	\$1,123,159	\$934,401
Less Large Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	(\$1,080,000)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>		
<b>NET AVAILABLE FOR INVESTMENT</b>	\$3,455,137	\$3,361,540	\$3,267,943	\$3,174,346	\$3,096,479	\$3,566,882	\$2,957,285	\$3,427,689	\$3,898,092	\$3,820,225	\$3,742,358	\$3,664,491		
<b>NEW INVESTMENTS</b>														
Higher Yield (non-liquid)	(\$905,000)	(\$905,000)	(\$905,000)	(\$905,000)	(\$905,000)	(\$905,000)	(\$905,000)	(\$905,000)	(\$905,000)	(\$905,000)	(\$905,000)	(\$905,000)		
<b>MATURITIES/Called</b>														
Higher Yield (non-liquid)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
<b>AVAILABLE LIQUID FUNDS</b>	\$2,550,137	\$2,456,540	\$2,362,943	\$2,269,346	\$2,191,479	\$2,661,882	\$2,052,285	\$2,522,689	\$2,993,092	\$2,915,225	\$2,837,358	\$2,759,491		
<b>TARGET AVAILABLE LIQUID FUNDS</b>	\$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

March 23, 2018

MEMO TO: Bay Area Clean Water Agencies Executive Board  
MEMO FROM: D. Scott Klein, Controller, East Bay Municipal Utility District  
SUBJECT: Eighth Month FY 2018 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, 2017 through February 28, 2018** (eight months of Fiscal Year 2018). 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),
- Water/Wastewater Operator Training (WOT),
- Prop84 Bay Area Integrated Regional Water Mgmt (PRP84)

# BACWA Fund Report as of February 28, 2018

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	1,140,008	685,833	463,682	1,362,159	249,632	1,112,527
804	LEGAL RSRV	300,000	-	-	300,000	-	300,000
805	CBC	1,505,790	1,519,696	1,138,911	1,886,575	230,362	1,656,213
	<b>SUBTOTAL 1</b>	<b>2,945,799</b>	<b>2,205,529</b>	<b>1,602,593</b>	<b>3,548,734</b>	<b>479,994</b>	<b>3,068,740</b>
810	WOT	109,916	141,000	23,902	227,014	-	227,014
	<b>SUBTOTAL 2</b>	<b>109,916</b>	<b>141,000</b>	<b>23,902</b>	<b>227,014</b>	<b>-</b>	<b>227,014</b>
811	PRP84	117,907	2,112,849	2,112,849	117,907	-	117,907
	<b>SUBTOTAL 3</b>	<b>117,907</b>	<b>2,112,849</b>	<b>2,112,849</b>	<b>117,907</b>	<b>-</b>	<b>117,907</b>
	<b>GRAND TOTAL</b>	<b>3,173,622</b>	<b>4,459,378</b>	<b>3,739,345</b>	<b>3,893,655</b>	<b>479,994</b>	<b>3,413,661</b>

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	1,140,008	685,833	463,682	1,362,159	62,072	1,424,231	443,206	981,025	43%	-	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	1,505,790	1,519,696	1,138,911	1,886,575	-	1,886,575	-	1,281,575	57%	605,000	6F5,G64, ME2	priority # 2 for allocation	
	<b>SUBTOTAL 1</b>	<b>2,945,799</b>	<b>2,205,529</b>	<b>1,602,593</b>	<b>3,548,734</b>	<b>62,072</b>	<b>3,610,806</b>	<b>443,206</b>	<b>2,262,600</b>	<b>100%</b>	<b>905,000</b>			
810	WOT	109,916	141,000	23,902	227,014	-	227,014	227,014	-	0%	-		pass-through funds, no allocation	
	<b>SUBTOTAL 2</b>	<b>109,916</b>	<b>141,000</b>	<b>23,902</b>	<b>227,014</b>	<b>-</b>	<b>227,014</b>	<b>227,014</b>	<b>-</b>	<b>0%</b>	<b>-</b>			
811	PRP84	117,907	2,112,849	2,112,849	117,907	-	117,907	117,907	-	0%	-		pass-through funds, no allocation	
815	PRP50	-	-	-	-	-	-	-	-	0%	-		pass-through funds, no allocation	
	<b>SUBTOTAL 3</b>	<b>117,907</b>	<b>2,112,849</b>	<b>2,112,849</b>	<b>117,907</b>	<b>-</b>	<b>117,907</b>	<b>117,907</b>	<b>-</b>	<b>0%</b>	<b>-</b>			
	<b>GRAND TOTAL</b>	<b>3,173,622</b>	<b>4,459,378</b>	<b>3,739,345</b>	<b>3,893,655</b>	<b>62,072</b>	<b>3,955,727</b>	<b>788,127</b>	<b>2,262,600</b>		<b>905,000</b>			

verification

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

## Reconciliation to Trial Balance - accrual basis

Per Report above:

General	2,205,529
WOT	141,000
PROP	2,112,849
<b>subtotal</b>	<b>4,459,378</b>

## Billings-Pending Receipts

4686	Mem Contrib	1,500
4687	Transfer	-
4690	Assoc Contrib	-
4696	Other	-
4731	State Grant	-
4732	Grant Retention	182,094
<b>subtotal</b>		<b>183,594</b>

## Trial Balance Revenue Accounts

4411	Interest	(24,549)
4686	Mem Contrib	(1,304,595)
4687	Transfer	-
4690	Assoc Contrib	(178,626)
4696	Other	(840,259)
4731	State Grant	(2,065,439)
4732	Grant Retention	(229,504)
<b>subtotal</b>		<b>(4,642,972)</b>
<b>Difference</b>		<b>(0)</b>



## BACWA Revenue Report as of February 28, 2018

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	487,095	-	-	-	-	487,095	-	487,095	-
800	BACWA	1011133	Assoc. & Affiliate Contr	178,573	-	1,611	-	-	178,626	-	178,626	(53)
800	BACWA	0408511	Administrative & General	-	-	-	-	-	-	-	-	-
800	BACWA	1014251	Non-Member Contributions (BAPPG)	3,774	-	-	-	-	3,774	-	3,774	-
800	BACWA	1011109	Fund Transfers	2,550	-	-	-	-	-	-	-	2,550
800	BACWA	1011117	BDO- Interest Income from LAIF	12,000	-	-	-	-	-	8,061	8,061	3,939
800	BACWA	1011108	BDO Other Receipts	-	-	-	-	-	-	-	-	-
800	BACWA	1014252	BDO Non-Member Contr AIR	6,477	-	-	-	-	6,477	-	6,477	-
800	BACWA	1014511	BDO-Alternative Investment Inc	10,000	-	-	-	1,800	-	-	1,800	8,200
800	BACWA	1014550	BDO-Other Receipts (PHARM)	-	-	-	-	-	-	-	-	-
800	BACWA	1014514	GBS-Meeting Support-Annual	-	-	-	-	-	-	-	-	-
<b>BACWA TOTAL</b>				<b>700,469</b>	-	<b>1,611</b>	-	<b>1,800</b>	<b>675,972</b>	<b>8,060</b>	<b>685,833</b>	<b>14,636</b>
805	WQA-CBC	1011099	BDO Member Contributions	675,000	-	750	-	-	675,000	-	675,000	-
805	WQA-CBC	1011108	BDO Other Receipts	800,000	-	-	-	-	800,008	-	800,008	(8)
805	WQA-CBC	1011117	BDO- Interest Income from LAIF	-	-	-	-	-	-	10,725	10,725	(10,725)
805	WQA-CBC	1014511	BDO-Alternative Investment Inc	-	-	-	-	3,963	-	-	3,963	(3,963)
805	WQA-CBC	1014528	BDO-Voluntary Nutrient Contrib	30,000	-	-	-	-	30,000	-	30,000	-
<b>WQA CBC TOTAL</b>				<b>1,505,000</b>	-	<b>750</b>	-	<b>3,963</b>	<b>1,505,008</b>	<b>10,726</b>	<b>1,519,696</b>	<b>(14,697)</b>
<b>TOTAL</b>				<b>2,205,469</b>	-	<b>2,361</b>	-	<b>5,763</b>	<b>2,180,980</b>	<b>18,786</b>	<b>2,205,529</b>	<b>(61)</b>

	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	-	-	6,000	-	-	141,000	-	141,000	(141,000)
810	WOT	1011108	BDO Other Receipts	-	-	-	-	-	-	-	-	-
810	WOT	1011117	BDO- Interest Income from LAIF	-	-	-	-	-	-	-	-	-
<b>WOT TOTAL</b>				-	-	<b>6,000</b>	-	-	<b>141,000</b>	-	<b>141,000</b>	<b>(141,000)</b>

	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			-	11	57,098	0	11	2,112,838	0	2,112,849	(2,112,849)
<b>PROP TOTAL</b>				-	<b>11</b>	<b>57,098</b>	<b>0</b>	<b>11</b>	<b>2,112,838</b>	<b>0</b>	<b>2,112,849</b>	<b>(2,112,849)</b>

<b>Grand Total</b>				<b>2,205,469</b>	<b>11</b>	<b>65,459</b>	<b>0</b>	<b>5,774</b>	<b>4,434,818</b>	<b>18,786</b>	<b>4,459,378</b>	<b>(2,253,910)</b>
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## BACWA Expense Detail Report as of February 28, 2018

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	195,998	(32,666)	32,666	-	-	65,333	130,665	-	-	195,998	-
AS-Assistant Executive Directo	1011124	87,975	(7,302)	7,302	-	-	30,674	57,301	-	-	87,975	-
AS-Regulatory Program Manager	1011149	116,438	(19,422)	19,422	-	-	43,781	72,657	-	-	116,438	-
ADMINISTRATION												
AS-EBMUD Financial Services	1011125	40,000	-	-	-	-	30,054	9,946	-	-	40,000	-
AS-Audit Services	1014512	6,300	-	-	-	-	6,300	1,842	4,299	(6,200)	6,241	59
AS-BACWA Admin Expense	1011118	7,500	-	-	304	-	-	-	3,605	-	3,605	3,895
AS-Insurance	1011126	4,500	-	-	-	-	-	-	4,278	-	4,278	222
MEETINGS												
GBS-Meeting Support-Exec Bd	1014513	2,500	-	-	220	-	625	376	742	-	1,742	758
GBS-Meeting Support-Annual	1014514	10,000	-	-	2,728	(100)	-	-	7,845	(100)	7,745	2,255
GBS-Meeting Support-Pardee	1014515	6,000	-	-	-	-	-	-	5,323	-	5,323	677
GBS-Meeting Support-Misc	1014516	5,000	-	-	1,180	-	-	-	4,012	-	4,012	988
GBS- Meeting Support	1011122	-	-	-	-	-	-	-	-	-	-	-
COMMUNICATION												
CAR-BACWA Website Hosting	1014517	750	-	-	-	-	-	-	600	-	600	150
CAR-BACWA File Storage	1014518	1,200	-	-	-	-	-	-	720	-	720	480
CAR-BACWA IT Support	1014519	2,600	-	-	-	-	2,398	203	-	-	2,600	-
CAR-BACWA IT Software	1014520	1,100	-	-	118	-	-	-	1,028	-	1,028	72
CAR-BACWA Website Dev/Maint	1011116	600	-	-	1,982	-	-	-	2,539	-	2,539	(1,939)
LEGAL												
LS-Regulatory Support	1011107	2,550	-	-	-	-	2,474	76	-	-	2,550	-
LS-Executive Board Support	1011110	2,050	-	-	-	-	1,540	510	-	-	2,050	-
COMMITTEES												
AIR-Air Issues&Regulation Grp	1014253	50,000	(1,203)	1,203	-	-	28,710	21,290	493	-	50,493	(493)
BC-BAPPG	1011147	100,000	(3,264)	3,264	-	-	23,904	52,096	20,934	-	96,934	3,066
BC-Biosolids Committee	1011101	3,100	-	-	-	-	-	-	265	-	265	2,835
BC-Collections System	1011097	1,000	-	-	-	-	-	-	-	-	-	1,000
BC-InfoShare Groups	1011102	1,200	-	-	383	-	-	-	682	-	682	518
BC-Laboratory Committee	1011103	6,000	-	-	-	-	-	-	1,434	-	1,434	4,566
BC-Permit Committee	1011098	1,000	-	-	215	-	-	-	215	-	215	785
BC-Pretreatment Committee	1011146	7,000	-	-	-	-	-	-	707	-	707	6,293
BC-Water Recycling Committee	1011100	1,000	-	-	-	-	-	-	-	-	-	1,000
BC-Manager's Roundtable	1014777	1,000	-	-	-	-	-	-	433	-	433	567
BC-Miscellaneous Committee Sup	1011104	35,000	(2,251)	2,251	-	-	13,840	14,766	-	-	28,606	6,394
COLLABORATIVES												
CAS-Arleen Navaret Award	1012201	1,000	-	-	-	-	-	-	1,000	-	1,000	-
CAS-FWQC	1012202	7,500	-	-	7,500	-	-	-	7,500	-	7,500	-
CAS-Stanford ERC	1011969	10,000	-	-	10,000	-	-	-	10,000	-	10,000	-
CAS-CWCCG	1011148	-	-	-	-	-	-	-	-	-	-	-
CAS-PSSEP	1011112	-	-	-	-	-	-	-	-	-	-	-
CAS-Misc Collaborative Sup	1014521	3,000	-	-	1,500	-	-	-	6,500	-	6,500	(3,500)
BDO-Contract Expenses (PHARM)												
BDO-Contract Expenses (PHARM)	1014551	-	-	-	-	-	-	23,100	-	-	23,100	(23,100)
BACWA TOTAL		720,861	(66,108)	66,108	26,130	(100)	249,632	384,828	85,154	(6,300)	713,314	7,547
TECH SUPPORT												
WQA-CE Addl Work Under Permit	1014254	100,000	-	(4,156)	-	-	57,000	-	-	-	57,000	43,000
WQA-CE-Technical Support	1011127	50,000	(10,534)	14,690	-	-	84,810	14,690	9,942	-	109,442	(59,442)
WQA-CE CASA Chem of Concern	1011128	-	-	-	-	-	-	-	-	-	-	-
WQA-CE Opt-Upgrade Studies	1014255	372,298	-	-	-	-	88,552	26,304	-	-	114,856	257,442
WQA-CE Risk Reduction	1014023	-	-	-	-	-	-	-	7,975	-	7,975	(7,975)
WQA-CE-Nutrient WS Permit Comm	1014021	880,000	-	-	-	-	-	-	1,080,000	-	1,080,000	(200,000)
WQA-CE-Program Mgmt	1011131	50,000	-	-	-	-	-	-	-	-	-	50,000
WQA-CE Voluntary Nutr Contrib	1014529	30,000	-	-	-	-	-	-	-	-	-	30,000
TECH SUPPORT (CBC) TOTAL		1,482,298	(10,534)	10,534	-	-	230,362	40,994	1,097,917	-	1,369,273	113,025
GRAND TOTAL		2,203,159	(76,641)	76,641	26,130	(100)	479,994	425,822	1,183,071	(6,300)	2,082,586	120,573
								1,602,593				
WOT												
Administrative Support	1011142	-	-	-	-	-	-	-	-	-	-	-
BDO Contract Expenses	1011143	-	-	-	432	-	-	-	23,902	-	23,902	(23,902)
		-	-	-	432	-	-	-	23,902	-	23,902	(23,902)
GRAND TOTAL (BDO, CBC, WOT)		2,203,159	(76,641)	76,641	26,562	(100)	479,994	425,822	1,206,973	(6,300)	2,106,488	96,671

## Proposition 84 Revenue Report as of February 28, 2018

DEPTID	DEPARTMENT	JOB	REVENUE TYPE	AMENDED BUDGET	CURRENT PERIOD			YEAR TO DATE				UNOBLIGATED
					Admin & General	Contributons	Interest, Transfers,O thers	Admin & General	Contributons	Interest, Transfers,O thers	ACTUAL	
811	Prop84BayAreaIntegRegnlWtrMgmt	1011117	BDO- Interest Income from LAIF	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011142	Administrative Support	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011691	Water Efficient Landscape Reba	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011705	Regional Green Infrastructure	-	-	-	-	-	157,589	-	157,589	(157,589)
811	Prop84BayAreaIntegRegnlWtrMgmt	1011706	Hacienda Ave Green St Improvem	-	-	-	-	-	1,746,693	-	1,746,693	(1,746,693)
811	Prop84BayAreaIntegRegnlWtrMgmt	1011707	WQ Improve Flood Mgmt & EP	-	-	6,552	(6,552)	-	6,552	(6,552)	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011911	Stream Restoration w/Schools i	-	-	7,857	(7,857)	-	7,857	(7,857)	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012209	Water Efficient LRP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012210	Bay Friendly Landscape TP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012211	Weather Based Irrigation Cntrl	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012212	High Efficiency Toilet & UR	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012213	High Efficiency Toilet & UI	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012214	High Efficiency Clothes Washrs	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012215	Napa Co. Rainwater HP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012216	Conservation Program Admin	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012218	Stream Restoration in North BD	-	11	10,775	9,449	11	10,775	9,449	20,235	(20,235)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012219	Flood Infrastructure Mapping T	-	-	-	-	-	30,239	-	30,239	(30,239)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012220	Stormwater Improvements & PBP	-	-	-	-	-	8,010	-	8,010	(8,010)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012221	Richmond Shoreline & San PFP	-	-	-	-	-	21,114	-	21,114	(21,114)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012222	Pescadero Integrated FRAH	-	0	12,568	1,127	0	58,473	1,127	59,599	(59,599)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012223	Restoration Guidance, San FC	-	-	-	-	-	7,308	-	7,308	(7,308)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012224	SF Estuary Steelhead MP	-	(0)	19,345	3,833	(0)	47,700	3,833	51,533	(51,533)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012225	Watershed Program Admnstrtn	-	-	-	-	-	10,528	-	10,528	(10,528)
<b>PROP 84 TOTAL</b>				-	<b>11</b>	<b>57,098</b>	<b>0</b>	<b>11</b>	<b>2,112,838</b>	<b>0</b>	<b>2,112,849</b>	<b>(2,112,849)</b>

# **Proposition 84 Expense Detail Report as of February 28, 2018**

DEPTID	DEPARTMENT	EXPENSE TYPE	AMENDED BUDGET	CURRENT PERIOD				YEAR TO DATE				OBLIGATED	UNOBLIGATED
				ENC	PV	DA	JV	ENC	PV	DA	JV		
811	Prop84BayAreaIntegRegnlWtrMgmt	BDO Fund Transfers	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Administrative Support	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	BDO Contract Expenses	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Regional Green Infrastructure	-	-	-	-	-	-	-	157,589	-	157,589	(157,589)
811	Prop84BayAreaIntegRegnlWtrMgmt	Hacienda Ave Green St Improvem	-	-	-	-	-	-	-	1,746,693	-	1,746,693	(1,746,693)
811	Prop84BayAreaIntegRegnlWtrMgmt	Water Efficient LRP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Bay Friendly Landscape TP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Weather Based Irrigation Cntrl	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	High Efficiency Toilet & UR	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	High Efficiency Toilet & UI	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	High Efficiency Clothes Washrs	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Napa Co. Rainwater HP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Conservation Program Admin	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Flood Infrastructure Mapping T	-	-	-	-	-	-	-	30,239	-	30,239	(30,239)
811	Prop84BayAreaIntegRegnlWtrMgmt	Stormwater Improvements & PBP	-	-	-	-	-	-	-	8,010	-	8,010	(8,010)
811	Prop84BayAreaIntegRegnlWtrMgmt	Richmond Shoreline & San PFP	-	-	-	-	-	-	-	21,114	-	21,114	(21,114)
811	Prop84BayAreaIntegRegnlWtrMgmt	Pescadero Integrated FRAH	-	-	-	-	-	-	-	59,599	-	59,599	(59,599)
811	Prop84BayAreaIntegRegnlWtrMgmt	Restoration Guidance, San FC	-	-	-	-	-	-	-	7,308	-	7,308	(7,308)
811	Prop84BayAreaIntegRegnlWtrMgmt	SF Estuary Steelhead MP	-	-	-	-	-	-	-	51,533	-	51,533	(51,533)
811	Prop84BayAreaIntegRegnlWtrMgmt	Stream Restoration in North BD	-	-	-	9,698	-	-	-	20,235	-	20,235	(20,235)
811	Prop84BayAreaIntegRegnlWtrMgmt	Watershed Program Admnstrtn	-	-	-	-	-	-	-	10,528	-	10,528	(10,528)
<b>PRP84 TOTAL</b>			-	-	-	<b>9,698</b>	-	-	-	<b>2,112,849</b>	-	<b>2,112,849</b>	<b>(2,112,849)</b>



## BACWA EXECUTIVE BOARD ACTION REQUEST

AGENDA NO.: 3

FILE NO.: 18-32

MEETING DATE: April 20, 2018

**TITLE: Fiscal Year 2019 Budget & Workplan**

☐ RECEIPT    ☐ DISCUSSION    ☐ RESOLUTION    ☒ APPROVAL

### RECOMMENDED ACTION

Approve the Budget and Workplan for the fiscal year covering July 1, 2018 through June 30, 2019

### SUMMARY

The Joint Powers Agreement establishing BACWA requires approval of a Budget and Workplan for the coming fiscal year's activities no later than June of the preceding fiscal year.

Draft versions of the budget were reviewed first with the Finance Committee and then at the February 16, 2018 and the March 16, 2018 Executive Board meetings. This final iteration incorporates all changes received from the Board to date and is ready to be approved.

### FISCAL IMPACT

The final budget has revenues of \$2,198,581 and expenses of \$2,053,501 resulting in a favorable variance of revenues over expenses of \$145,080 for FY 19.

### ALTERNATIVES

Do not approve the Budget and Workplan: This is not recommended as the budget has been reviewed on two occasions and needs to be approved prior to July 1, 2018.

Attachments:

FY 2019 Budget and Workplan

Approved: \_\_\_\_\_

Lori Schectel,  
Chair, BACWA Executive Board

Date: \_\_\_\_\_

			
<u>BACWA FY19 BUDGET</u>	<u>Line Item Description</u>	<u>FY 2019 Budget</u>	<u>NOTES</u>
<b>REVENUES &amp; FUNDING</b>			
<b>Dues</b>	Principals' Contributions	\$496,837	FY19: 2% increase.
	Associate & Affiliate Contributions	\$182,144	FY19: 2% increase. Assoc: \$8,090; Affiliate: \$1,600 (\$197 over budget)
<b>Fees</b>	Clean Bay Collaborative	\$675,000	Prin: \$450,000; Assoc/Affil: \$225,000
	Nutrient Surcharge	\$800,000	Prin: \$533,335; Assoc/Affil: \$266,673
	Voluntary Nutrient Contributions	\$0	FY18: Palo Alto (\$30k)
<b>Other Receipts</b>	Other Receipts	\$0	Carry forward of Passthrough funds for Pharm Study into FY18 (Remove)
	AIR Non-Member	\$6,800	5% increase (Santa Rosa)
	BAPPG Non-Members	\$3,800	2% increase (Sta Rosa, Sac Reg'l, Vacaville)
	Other	\$0	
<b>Fund Transfer</b>	Special Program Admin Fees	\$5,000	FY19: BACWWE increase in FY19 , may include Prop 84 Admin Fees for FY16, FY17 and FY18 if closed out
<b>Interest Income</b>	LAIF	\$20,000	BACWA, Legal, & CBC Funds invested in LAIF
	Higher Yield Investments	\$9,000	Alternative Investment Interest (Legal & CBC Funds invested in AltInv)
	<b>Total Revenue</b>	<b>\$2,198,581</b>	
<b>BACWA FY18 BUDGET</b>			
	<u>Line Item Description</u>		<u>NOTES</u>
<b>EXPENSES</b>			
<b>Labor</b>			
	Executive Director	\$201,682	2.9% CPI (SF/Oakland/San Jose Metro Area Dec 2017)
	Assistant Executive Director	\$90,526	2.9% CPI (SF/Oakland/San Jose Metro Area Dec 2017)
	Regulatory Program Manager	\$119,815	2.9% CPI (SF/Oakland/San Jose Metro Area Dec 2017)
	<b>Total</b>	<b>\$412,023</b>	
<b>Administration</b>			
	EBMUD Financial Services	\$40,800	2% increase
	Auditing Services (Maze)	\$6,426	FY19: \$6,300 Accrued from FY18 to FY19, less \$? paid for FY18 in July 2018. New Agrmt with Maze in FY19
	Administrative Expenses	\$7,650	Travel, Supplies, Parking, Mileage, Tolls, Misc.
	Insurance	\$4,590	2% increase
	<b>Total</b>	<b>\$59,466</b>	
<b>Meetings</b>			
	EB Meetings	\$2,550	2% increase. Catering, Venue, other expenses
	Annual Meeting	\$10,200	2% increase. Catering, Venue, other expenses. (Deposit to hold venue + deposit to hold caterer)
	Pardee	\$6,120	2% increase. Catering, Venue, other expenses
	Misc. Meetings	\$5,100	2% increase. Holiday & Committee Chair Lunch, Staff Mtgs, Finance Comm, Summit Partners, CASA, NACWA Tech WS
	<b>Total</b>	<b>\$23,970</b>	
<b>Communication</b>			
	Website Hosting (Computer Courage)	\$600	No increase predicted
	File Storage (Box.net)	\$750	
	Website Development/Maintenance	\$1,500	Domains, website changes (will be over budget by about \$800 in FY18)
	IT Support (As Needed)	\$2,600	
	Other Commun (MS, SM, Code42, PollEv)	\$1,500	MS Exchange, Survey Monkey, CrashPlanPro (2), PollEv
	<b>Total</b>	<b>\$6,950</b>	

<b>EXPENSES</b>			
<b>Legal</b>			
	Regulatory Support	\$2,601	2% increase
	Executive Board Support	\$2,091	2% increase
	<b>Total</b>	<b>\$4,692</b>	
<b>Committees</b>			All Committee Budgets are Tentative: have requested confirmation from Committee Leaders
	AIR	\$51,000	<b>FY18:</b> Agrmt with Carollo for \$50,000. RPM lunches included, but not in budget. <b>FY19:</b> Lunches included
	BAPPG	\$100,000	Includes CPSC @ \$10,000 and Pest. Reg Spt. @ \$15,000
	Biosolids Committee	\$3,100	Includes WEF Conf
	Collections System	\$1,000	
	InfoShare Groups	\$1,200	Funds for 2 workgroups (Asset Mgmt & O&M)
	Laboratory Committee	\$6,100	Includes Tech Conf. & training funds
	Permits Committee	\$1,000	
	Pretreatment	\$7,500	Request for training funds & Factsheet not expended in FY18
	Recycled Water Committee	\$1,000	
	Misc Committee Support	\$45,000	Carollo Rule 11-18 work paid from here
	Manager's Roundtable	\$1,000	New line item in FY18
	<b>Total</b>	<b>\$217,900</b>	
<b>Collaboratives</b>			
	<b>Collaboratives</b>		
	State of the Estuary (SFEF-biennial)	\$20,000	Biennial in Odd Years. (Paid biennially in odd years for even year conference)
	Arleen Navarret Award	\$0	Biennial in Even Years
	FWQC (Fred Andes)	\$7,500	Dues unchanged in FY19
	Stanford ERC (ReNUWit)	\$10,000	
	Misc	\$5,000	<b>FY18 Actuals:</b> Includes \$5,000 to PPIC approved by Board Sept, 2017
	<b>Total</b>	<b>\$42,500</b>	
<b>Other</b>			
	<b>Unbudgeted Items</b>		
	Other	\$0	Misc Expense Items Not Budgeted (Placeholder for Actuals)
		<b>\$0</b>	
<b>Tech Support</b>			
	<b>Technical Support</b>		
	Nutrients		
	Watershed	\$880,000	
	NMS Voluntary Contributions	\$200,000	<b>FY18:</b> \$200,000 add'l funds approved by Board August 2017
	Additional work under permit	\$100,000	<b>FY18:</b> Increased at Board's request
	Opt/Upgrade/Annual Reporting Studies	\$25,000	<b>FY19:</b> Balance remaining on agreement at end of FY18 (est)
	Member Voluntary Nutrient Contributions	\$0	<b>FY18:</b> Palo Alto (\$30k)
	Nutrient Workshop(s)	\$20,000	Pilot Studies/Plant Review/Innovative Technologies
	General Tech Support	\$51,000	2% increase. EOA ChlResidBPA continues into FY19
	Risk Reduction	\$10,000	\$50,000 over 5 years (FY19-FY23)
	<b>Total</b>	<b>\$1,286,000</b>	
	<b>TOTAL EXPENSES</b>	<b>\$2,053,501</b>	
	<b>NET INCOME BEFORE TRANSFERS</b>	<b>\$145,080</b>	
	<b>TRANSFERS FROM RESERVES</b>	<b>\$0</b>	
	<b>NET INCOME AFTER TRANSFERS</b>	<b>\$145,080</b>	

## **Budget & Workplan**

### **FISCAL YEAR 2019**





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## INTRODUCTION

The Bay Area Clean Water Agencies (BACWA) is a joint public powers agency created by a 1984 Joint Powers Agreement (JPA) between the Central Contra Costa Sanitary District (CCCSD), the East Bay Dischargers Association (EBDA), the East Bay Municipal Utility District (EBMUD), the City of San Francisco, and the City of San Jose (collectively, “the Principal Agencies”). The JPA requires approval of an annual budget and workplan divided into three parts: overhead (Part A), general benefit programs (Part B), and special benefit programs (Part C).

The JPA requires that revenues for each fiscal year be equivalent to anticipated expenditures. Expenditures for Management & Administration (Part A), and General Benefit Programs (Part B) are funded by all BACWA members because these programs are carried out on behalf of all member agencies.

Since adoption of the Annual Budget for fiscal year 1984, and each fiscal year thereafter, the Executive Board has allocated Part A and Part B costs pursuant to authority provided in Section 10 of the Joint Powers Agreement among Member Agencies in the following manner (the “Allocation Method”):

a. a stated portion to the Original Signatory Members in equal shares; and b. the balance to Associate and Affiliate Members based on one or more of several factors consisting of the type of agency, size of plant, metals loadings, and total nitrogen loadings in the ratio that their share is to that of the total Associate and Affiliate Membership. On September 26, 2014 BACWA formally adopted this allocation through Executive Board Resolution R-2015-01. BACWA currently has two General Benefit Programs: the core BACWA program to support member agencies and the Clean Bay Collaborative. Expenditures for Special Benefit Programs (Part C) are funded by those agencies that elect to fund those programs because those benefits accrue primarily to those participating agencies.

In FY18 BACWA had two Special Benefit Programs: Water Operator Training, and Proposition 84 Administration. In FY19 BACWA will continue to have the same two Special Benefit Programs.

The purpose of this document is to fulfill the requirements of the JPA for Fiscal Year 2019 (FY19). This workplan and budget specify the purpose of each of BACWA’s programs during FY19, the methods by which they will be carried out, the products that will be developed, and the persons responsible for implementation. The schedule for implementation of these programs is July 1, 2018 through June 30, 2019.

## STRATEGIC PLAN

BACWA adopted its first strategic plan and accompanying workplan in 2009 and subsequently refined it in 2011. The strategic plan states the mission, values and goals of the organization as demonstrated in the work undertaken annually by the agency.

### **Mission**

Through leadership, science and advocacy, BACWA provides an effective regional voice for the clean water community's role in stewardship of the San Francisco Bay environment.

### **Values**

Leadership  
Environmental Stewardship  
Collaboration  
Transparency  
Fiscal Responsibility  
Member Service

### **Goals**

#### *Member Service*

1. Members are informed of critical issues and activities.
2. Members comply with applicable rules and regulations.

#### *Informed Regulation*

3. Environmental regulations and policies reflect the best available scientific, technical, and economic information.
4. Regulations consider environmental, social, and economic sustainability.

#### *Environmental Stewardship*

5. Members optimize the value available from wastewater.
6. Watershed management principles are applied to address San Francisco Bay management challenges.

## MANAGEMENT AND ADMINISTRATION (PART A)

BACWA has administrative and management expenses that are necessary for the agency to carry out its non-program related core functions (JPA, Section 9). They include expenses related to financial management, insurance, and organizational support. Administration of BACWA is carried out under contract by an Executive Director (ED), Assistant Executive Director (AED), and Regulatory Program Manager (RPM) selected by the Executive Board. Treasurer services are provided through an agreement with EBMUD who manages BACWA's finances and oversees the annual audit which is conducted by an independent auditor. The objective of these expenditures is to ensure effective, efficient, and transparent management of BACWA, which serves all of BACWA's goals.

Management & Administration				
Objective	Deliverables/Outcomes	Lead	FY 19 Budget	Budget Line
<b>A. Effectively and efficiently manage BACWA as an organization (Labor, Meetings, and Administration)</b>	<b>A.1.</b> Monthly Treasurer Reports,	ED, AED, EBMUD	\$40,800	Administration, Financial Services
	<b>A.2.</b> Annual audit	ED, AED, Auditor	\$6,426	Administration, Audit Services
	<b>A.3.</b> Miscellaneous Operational Expenses	ED, AED, RPM	\$7,650	Administration, Admin Expenses
	<b>A.4.</b> Insurance to manage organizational risk	ED, AED	\$4,590	Administration, Insurance
	<b>A.5.</b> Compliance with organization legal requirements	ED, AED	\$2,091	Legal, Executive Board Support
	<b>A.6.</b> Program Administration and Operations Support	ED, AED, RPM	\$132,760	Labor, ED (15%), RPM (10%) AED (100%),
	<b>A.7.</b> Miscellaneous Meeting & Administrative Expenses	ED, AED	\$2,550	Meetings, Exec. Board Meetings
	<b>A.8.</b> Miscellaneous Meeting & Administrative Expenses	ED, AED	\$6,120	Meetings, Pardee Seminar
	<b>A.9.</b> Miscellaneous Meeting & Administrative Expenses	ED, AED, RPM	\$5,100	Meetings, Misc. Meetings
		<b>TOTAL</b>	<b>\$208,087</b>	

## GENERAL BENEFIT PROGRAMS (PART B)

There are two aspects of BACWA's general benefit program: the core BACWA Member Agency program and the technically-focused Clean Bay Collaborative (CBC) program. Activities in these Programs are supported by the ED, AED, RPM, volunteers who Chair the BACWA Committees, and consultant support as needed.

### BACWA MEMBER AGENCY PROGRAM AND CLEAN BAY COLLABORATIVE (CBC) (PART B.1.)

The **BACWA Member Agency Program** serves the following of BACWA's goals: (1) Members are informed of critical issues and activities, (2) Members comply with applicable rules and regulations, and (3) Environmental regulations and policies reflect the best available scientific, technical, and economic information.

These goals are accomplished by providing member agencies with information on regulations, scientific and technical developments; forums for participating in policy discussions and collaborating on mutually beneficial projects; and opportunities to engage with the larger Bay Area environmental community. Program expenses include support for committee facilitation and special projects; member workshops and trainings; membership in state and national organizations that disseminate information to members; and communication expenses such as the website, newsletters, the annual report, and the annual meeting.

The purpose of the **CBC program** is to respond to current regulatory requirements and to develop scientific, technical and industry information to inform future regulations and policies affecting Bay Area POTWs and the environment. Program expenses include the costs of special studies and reports requested by regulatory agencies, policy strategy development and implementation, and collaborations with statewide organizations to do the same. The goals of the CBC are to ensure that (1) regulations and policies reflect the best available scientific, technical, and economic information; (2) regulations consider environmental, social and economic sustainability; (3) members optimize the value available from wastewater; and (4) watershed management principles are applied to address San Francisco Bay management challenges.

Bay Area Clean Water Agencies				
Objective(s)	Deliverables/Outcomes	Lead	FY19 Budget	Budget Line
A. Effectively and efficiently manage BACWA as an organization (Committees: Labor, Meetings, and Administration)	A.1. AIR Committee Support - Admin Support - Technical Support	Chair, AED, RPM, Consultant	\$51,000	Committees, AIR Comm.
	A.2. BAPPG Committee Support - Multiple Programs	Chair, AED, RPM, Consultants	\$100,000	Committees, BAPPG Comm.
	A.3. Biosolids Comm. Support - Misc. Expenses - Conference attendance	Chair	\$3,100	Committees, Biosolids Comm.

	<b>A.4.</b> Collection Systems Comm. Support - Misc. Expenses	Chair, AED, RPM	\$1,000	Committees, Collection Systems Comm.
	<b>A.5.</b> InfoShare Groups Support (Ops & Maint/Asset Mgmt) - Misc. Expenses	Chair, RPM	\$1,200	Committees, InfoShare Comm.
	<b>A.6.</b> Laboratory Comm. Support - Technical Conference - Training Events - Misc. Expenses	Chair	\$6,100	Committees, Laboratory Comm.
	<b>A.7.</b> Permits Comm. Support - Misc. Expenses	Chair, RPM	\$1,000	Committees, Permits Comm.
	<b>A.8.</b> Pretreatment Committee, - Training - Factsheet - Misc. Expenses	Chair	\$7,500	Committees, Pretreatment Comm.
	<b>A.9.</b> Recycled Water Comm., Misc. Expenses	Chair, RPM	\$1,000	Committees, Recycled Water Comm.
	<b>A.10</b> Misc. Committee Support		\$45,000	Committees, Misc. Comm. Support
	<b>A.11.</b> Manager's Roundtable	ED, AED	\$1,000	Committees, Manager's Roundtable
	<b>A.12.</b> Executive Director	Board Chair	\$171,430	Labor, ED (85%)
	<b>A.13.</b> Legal Support	ED	\$2,601	Legal, Regulatory Legal Support
	<b>A.14.</b> Regulatory Program Manager	RPM	\$83,870	Labor, RPM (70%)
	<b>A.15.</b> File Storage	ED, AED	\$750	Communications, File Storage
	<b>A.16.</b> IT Support (As Needed)	ED, AED	\$2,600	Communications, IT Support
	<b>A.17.</b> Software (As Needed)	ED, AED	\$1,500	Communications, Software
<b>B.</b> Increase direct communication with members regarding regulatory developments and BACWA accomplishments. <b>(Communication, Meetings)</b>	<b>B.1.</b> Annual Meeting	ED, AED, RPM	\$10,200	Meetings, Annual Meeting
	<b>B.2.</b> Website Hosting	ED, AED, Consultant	\$600	Communications, Website Hosting
	<b>B.3.</b> Website Development/Maintenance	ED, AED, Consultant	\$1,500	Communications, Website Dev/Maint
<b>C.</b> Encourage partnerships and relationships that further BACWA's strategic goals. <b>(Collaboratives)</b>	<b>C.1.</b> State of the Estuary	ED, AED	\$20,000	Collaboratives, State of the Estuary
	<b>C.2.</b> Arleen Navarret Award	ED, AED	\$0	Collaboratives, Arleen Navarret Award
	<b>C.3.</b> Federal Water Quality Coalition	ED, AED	\$7,500	Collaboratives, FWQC
	<b>C.4.</b> Stanford ERC (ReNUWit)	ED, AED	\$10,000	Collaboratives, ReNUWit
	<b>C.5.</b> Miscellaneous	ED, AED	\$5,000	Collaboratives, Misc.

<b>D. Further Nutrient</b> related science and management goals for SF Bay and ensure compliance with <b>Watershed Permit,</b> <b>Tech Support</b>	<b>D.1.</b> Watershed	ED, RPM, Consultant	\$880,000	Tech. Support, Nutrients/Watershed
	<b>D.2.</b> NMS Voluntary Contributions	ED, RPM,	\$200,000	Tech. Support, Nutrients/Watershed/Vol Contributions
	<b>D.3.</b> Additional Work Needed Under Permit	ED, RPM, Consultant	\$100,000	Tech. Support, Nutrients/Add'l Work Under Permit
	<b>D.4.</b> Optimization / Upgrade Studies	ED, RPM, Consultant	\$25,000	Tech. Support, Nutrients/Opt/Upgrade/Ann Reporting Studies
	<b>D.5.</b> Member Voluntary Nutrient Contributions	ED, RPM	\$0	Tech. Support, Nutrients/Member Vol Nutrient Contributions
	<b>D.6.</b> Nutrient Workshop(s)	ED, RPM, Consultant	20,000	Tech. Support, Nutrient Workshop(s)
	<b>D.7.</b> General Tech Support	ED, RPM, Consultant	\$51,000	Tech. Support, General Tech Support
	<b>D.8.</b> Risk Reduction	ED, RPM, Consultants	\$10,000	Tech, Support, Risk Reduction
<b>E. Other</b>	<b>E.1.</b> General Technical and Regulatory Support	<b>ED, RPM</b>	\$23,963	Labor, RPM (20%)
		<b>TOTAL</b>	<b>\$1,845,414</b>	

## SPECIAL BENEFITS PROGRAMS (PART C)

BACWA has two active special benefit programs: Water Operator Training (WOT) and Proposition 84 Administration. Member dues for WOT are optional and are established on an annual basis by the WOT Program Members with training offered at sites within the BACWA service area. The training is conducted in conjunction with an accredited local community college. Proposition costs are paid for by the agencies that receive the grants from the Department of Water Resources. In FY19 BACWA will continue to be responsible for processing disbursements and ABAG will continue DWR reporting and invoice preparation.

### WATER OPERATOR TRAINING (PART C.2.)

<b>WATER OPERATOR TRAINING</b>		
<b><u>Deliverables/Outcomes</u></b>	<b><u>Manager</u></b>	<b><u>FY 19 Budget</u></b>
Encourage development of a skilled workforce by offering classes in conjunction with a local community college.	Program Participant Reps; AED	To be determined by member interest.

## **PROPOSITION 84 ADMINISTRATION (PART C.4)**

<b>PROPOSITION 84 ADMINISTRATIVE SUPPORT</b>		
<b>Deliverables/Outcomes</b>	<b>Manager</b>	<b>FY 19 Budget</b>
Continue administration of Proposition 84 to fund projects that benefit the environment and BACWA members by ensuring timely generation of invoices and progress reports to DWR, and distribution of grant funds to participating agencies.	ABAG, AED, ED	Annual budget to be determined by DWR schedule.

## **FISCAL YEAR 2019 BUDGET**

<b>BACWA/CBC</b>	<b>2018 Budget</b>	<b>Notes</b>
<b><u>REVENUES</u></b>	<b>2,198,581</b>	
BACWA Principals' Contributions	496,837	2% increase
BACWA Assoc. & Affil. Contributions	182,144	2% increase
Clean Bay Collaborative (CBC)	675,000	0% increase
Nutrient Surcharge	800,000	0% increase
Voluntary Nutrient Contributions	0	
AIR Non-Members	6,800	2% increase
BAPPG Non-Members	3,800	2% increase
Other/Special Program Admin Fees	5,000	WOT
Interest Income (LAIF)	20,000	Includes BACWA & Nutrient Funds
Interest Income (higher yield Investments)	9,000	Alternative Investments

<b><u>EXPENSES</u></b>	<b>2,053,501</b>	
<b>Labor</b>	<b>412,023</b>	
Executive Director	201,682	2.9% increase - Annual CPI change for San Francisco-Oakland-San Jose
Assistant Executive Director	90,526	2.9% increase - Annual CPI change for San Francisco-Oakland-San Jose
Regulatory Program Manager	119,815	2.9% increase - Annual CPI change for San Francisco-Oakland-San Jose
<b>Administration</b>	<b>59,466</b>	
EBMUD Financial Services	40,800	
Auditing Services (Maze)	6,426	
Administrative Expenses	7,650	
Insurance	4,590	
<b>Meetings</b>	<b>23,970</b>	
EB Meetings	2,550	
Annual Meeting	10,200	
Pardee	6,120	
Misc.	5,100	Holiday/Committee Chairs Lunch, Staff Meetings, Summit Partners, CASA, NACWA
<b>Communications</b>	<b>6,950</b>	
Web Host	600	Computer Courage
File Storage	750	Box.net



<i>Website Development/Maint.</i>	1,500	Computer Courage
<i>IT Support (As Needed)</i>	2,600	Cayuga Information Systems
<i>Other Communications/Software</i>	1,500	MS Exchange/Survey Monkey/Poll Everywhere/Backup Software
<b>Legal Support</b>	<b>4,692</b>	
Regulatory Support	2,601	
Executive Board Support	2,901	
<b>BACWA Committees</b>	<b>217,900</b>	
AIR	51,000	
BAPPG	100,000	
Biosolids Committee	3,100	
Collections System	1,000	
InfoShare Groups	1,200	
Laboratory Committee	6,100	
Permit Committee	1,000	
Pretreatment Committee	7,500	
Recycled Water Committee	1,000	
Misc. Committee Support	45,000	
Manager's Roundtable	1,000	
<b>Collaboratives</b>	<b>42,500</b>	
State of the Estuary	20,000	Biennial in odd years
Arleen Navarret Award	0	Biennial in even years
FWQC	7,500	
Stanford ERC (ReNUWIt)	10,000	
Misc.	5,000	
<b>Technical Support</b>	<b>1,286,000</b>	
Nutrients	1,225,000	
<i>Watershed</i>	<i>880,000</i>	
<i>NMS Voluntary Contributions</i>	<i>200,000</i>	
<i>Additional Work Under Permit</i>	<i>100,000</i>	
<i>Optimization/Upgrade Studies</i>	<i>25,000</i>	
<i>Voluntary Nutrient Contributions</i>	<i>0</i>	
<i>Nutrient Workshop(s)</i>	<i>20,000</i>	
General Technical Support	51,000	
Risk Reduction	10,000	
<b>TOTAL</b>	<b>145,080</b>	<b>Net Income</b>

<b>WOT</b>	<b>2019 Budget (est)</b>	<b>Notes</b>
<b><u>REVENUES</u></b>	<b>148,500</b>	
Participant's Contributions	148,500	Est. depends on member interest.
<b><u>EXPENSES</u></b>	<b>148,500</b>	
Contract expenses	143,500	Est. depends on member interest.
BACWA Indirect Expenses	5,000	Per BACWA Policy
<b>TOTAL</b>	<b>0</b>	

<b>Prop 84 Admin</b>	<b>2012-2019 (est) Budget</b>	<b>Notes</b>
<b><u>REVENUES</u></b>	<b>640,000</b>	
Agencies' Pre-funding	100,000	
Grant Funds	540,000	Reimbursement of admin costs; or invoice agencies again if necessary
<b><u>EXPENSES</u></b>	<b>640,000</b>	
Consultant	157,000	Assist with DWR reporting and coord.
BACWA Legal	51,000	
BACWA Staff - Direct	10,000	
BACWA Accounting	25,000	
Other Direct Costs	35,000	Mailing, shipping , telecom, etc.
EBMUD Grant Manager	253,000	Includes allowable overhead
EBMUD Admin Support	60,000	
Indirect Costs	18,000	Per BACWA policy
Contingency	31,000	
<b>TOTAL</b>	<b>0</b>	



## BACWA EXECUTIVE BOARD ACTION REQUEST

AGENDA NO.: 4

FILE NO.: 18-33

MEETING DATE: April 20, 2018

### TITLE:

☐ RECEIPT

☐ DISCUSSION

☐ RESOLUTION

☒ APPROVAL

### RECOMMENDED ACTION

Consider approval of a request from the BAPPG Committee for support in FY18 for a half-day Environmental Communication Workshop.

### SUMMARY

BAPPG is organizing an Environmental Behavior Change Workshop for their regular meeting on June 6, 2018. They are requesting BACWA funds to assist with the cost of the workshop in the amount of \$1,311.

BAPPG has booked the auditorium at the Water Board which holds 80 people and will invite BACWA member agencies to attend, as well as BAPPG members. The workshop would be from 9am-1pm and BAPPG would provide refreshments. Admissions is free but limited so the tickets would be on a first come first served basis through Eventbrite.

### FISCAL IMPACT

The FY18 BACWA Budget has a line item, Miscellaneous Committee Support, available for such requests. The FY18 Budget for this line item was \$35,000. On February 17, 2017, the BACWA Board approved a \$25,956 agreement with Carollo to provide AIR Committee support for work on Rule 11-18 with funds to come out of the Miscellaneous Committee Support line item. On June 16, 2017 the agreement's expiration date was extended to June 30, 2018. On September 15, 2017 the BACWA Board approved a \$20,624 contract amendment to Carollo Engineers for additional work required in support of the AIR Committee's work on Rule 11-18. The remaining funds and the additional payments for that amendment would come out of the Miscellaneous Committee Support line item in FY18. As of April 16, 2018 BACWA has received and paid invoices from Carollo for work completed amounting to \$14,766, leaving a balance in the line item budget of \$20,234. If Carollo invoices for the balance of their contract carried forward and the amendment (\$13,840.30) prior to the end of the FY the Miscellaneous Committee support line item would have a balance remaining of \$6,393.70, more than enough to cover the \$1,311 request.

## ALTERNATIVES

Do not hold the workshop. This is not recommended as BACWA member agencies will benefit from the training by learning the optimal strategies to achieve behavior change in our customers and communities.

*Attachments:*

*Workshop Scope & Cost Proposal*

Approved:

Date:

\_\_\_\_\_  
Lori Schectel,  
Chair, BACWA Executive Board



## Half-Day Workshop on Environmental Communications:

A workshop to provide communications tools to improve  
stakeholder engagement and support change

December 21, 2017

**S. Groner Associates, Inc.**

100 W. Broadway, Suite 290  
Long Beach, CA 90802

101 Broadway  
Oakland, CA 94607

**Stephen Groner, P.E.**

[sgroner@sga-inc.net](mailto:sgroner@sga-inc.net)

p|(562) 597-0205

SGAmarketing.com

# Environmental Communications Workshop

## Scope and Cost Proposal

### Description:

Creating enduring change is one of the most difficult jobs any manager, sustainability professional, or organization will face. While creating momentary change can often be accomplished through directives or a more top down approach, lasting change that becomes self-sustaining is harder and much more difficult to achieve. It requires engagement and buy-in at both a personal level and group or community level so that a new social norm is set and new habits are formed. It is often this lack of understanding of what it takes to create enduring, lasting change within a group that trips up many efforts to institute change whether in an organization or in a community.

This workshop focuses on helping staff conducting or managing outreach work to improve their skills to facilitate environmental change through a better understanding of the change process and the steps needed to engage, communicate, and build buy-in for change. The program is based on academic research from the field of psychology, marketing and communications with the goal of providing concrete tools and tactics to use in developing effective communications to communities and stakeholders. The workshop is a balance of walking participants through the theory with concrete case studies so they can see the pitfalls that all efforts face and learn strategies to overcome them and build successful efforts.

The full day workshop includes the following elements\*:

- Understanding the three basic communication strategies;
- Developing a strategy by targeting the key building blocks for influencing change;
- Building a framework for communication using an engagement brief;
- Research on persuasion and seven key techniques to facilitate buy-in;
- Communicating data and technical issues through audience narrative to communicate your story;
- Understanding the threats to change;
- Understanding risk communications and the factors to perceived risk; and
- Tool and tactics from community based social marketing (CBSM) to help facilitate change in a community.

\*Half day workshop (4 hours) would be honed to address most important/relevant topics pared for the time allotment.

### Workshop Speaker:

STEPHEN GRONER, P.E. is the founder and president of S. Groner Associates (SGA) a social marketing firm that designs communication programs targeting environmental issues. The firm is currently in its 20<sup>th</sup> year with offices in Long Beach and Oakland. Mr. Groner has experience with both addressing technical issues (as a California registered engineer) and communicating those issues to the public with over 25 years of experience designing environmental campaigns for government clients focused on engaging communities and changing behaviors.

Mr. Groner has conducted workshops on environmental communications across the country for U.S. EPA, local government agencies, non-profits and environmental industry organizations. In California, Mr. Groner has worked with Cal/EPA, over 50 cities and counties, and universities/community colleges. Recently, Mr. Groner has conducted workshops across California to local environmental program managers to assist them in addressing water conservation issues, regional pollution prevention programs and organizational effectiveness.

SGA's work has been written up in several academic journals and textbooks including most recently in "Social Marketing: Changing Behaviors for Good" by Professors Nancy R. Lee and Philip Kotler two of the top thinkers on social marketing and an article in the journal Social Marketing Quarterly "Choosing Effective Behavior Change Tools" and a textbook of the same name by Professors P. Wesley Schultz and Doug McKenzie Mohr two of the top researchers on applied environmental psychology and behavior change.

In addition, SGA's work has received many national recognitions including EPA's Citizen's Excellence in Community Involvement Award, EPA's National Achievements in Environmental Justice Award and the Public Relations Society of America's top award for best public service campaign in the country. This last award was for a project conducted on behalf of EPA Region 9's Fish Contamination Education Collaborative, where they were able to document an over 90% reduction in cancer risk through working with the target populations on changing key behaviors.

**COST:** \$1,748

**Discount:** 25%

**Total:** \$1,311



## EXECUTIVE BOARD AUTHORIZATION REQUEST

AGENDA NO.: 5

FILE NO.: 18-34

MEETING DATE: April 20, 2017

**TITLE: Request from the BAPPG Committee for the BACWA Executive Board Approval to transfer \$3,000.00 for Training Support for Bay Area Veterinary Associations.**

☐ RECEIPT      ☐ DISCUSSION      ☐ RESOLUTION      ☒ APPROVAL

### RECOMMENDED ACTION

Authorize the BAPPG Committee to transfer \$3,000.00 from the Media Consultant line item in the BAPPG Budget to the Training Support line item in the BAPPG Budget to provide additional outreach support to veterinary associations in the Bay Area.

### SUMMARY

This transfer will provide support to facilitate meeting with up to three veterinary associations and to develop a Flea and Tick Committee of BAPPG members and veterinarians to review findings regarding integrated pest management controls for flea and tick treatments. The Committee of BAPPG members and veterinarians would collaborate on existing draft outreach materials that is veterinarian specific. The developed outreach materials would be available to member agencies for distribution to veterinarians in their respective services areas. The BAPPG is reducing the funding for their Media Consultant now since the insights provided by Flea and Tick Committee will be used to develop a final outreach piece from the Media Consultant in FY 2019.

Project management will be carried out under the supervision of the Media Consultant Project Manager, Robert C. Wilson, City of Petaluma, and the Training Support Project Manager, Autumn Cleave, San Francisco Public Utilities Commission.

### FISCAL IMPACT

The BAPPG FY18 budget was approved on April 19, 2017 and included a Media Consultant line item. As of February 2018, funds are available for this agreement, with \$10,661.00 still remaining in the Media Consultant line item budget. Pending O'Rorke invoices, which will be charged against the Media Consultant line item in the BAPPG budget, would bring the line item to an approximate balance of \$6,800.00 before the transfer of \$3,000.00. Since this is a transfer of funds from one approved contract to another, there is no fiscal impact to BACWA.

### ALTERNATIVES

1. Do not complete this work. This alternative is not recommended since BAPPG is staying within the allotted budget and the collaboration between the wastewater and veterinarian communities will assist in the development of industry backed public outreach materials.

*Attachments:* BAPPG Budget Tracking as of April 3, 2018  
Amendment to FY18 O'Rorke Agreement  
Amendment to FY18 Stephanie Hughes Agreement

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Lori Schectel, Chair, BACWA Executive Board



Draft BAPPG Budget FY 17-18

	Budget	July	August	September	October	November	December	January	February	March	April	May	June	Actual	Remaining	Description
1 Policy, Regulatory and Professional Training Support (Hughes)	\$16,000			\$1,167	\$3,368		\$1,721	\$4,024		\$4,608				\$14,887	\$1,113	Hire consultant to provide professional training (dental mercury and copper), prepare comment letters and provide policy support (pesticides, pharmaceuticals, etc.)
2 Media Consultant (O'Rourke)	\$30,000	\$3,986	\$486	\$365	\$3,541		\$243	\$8,261	\$2,459					\$19,340	\$10,661	Hire media consultant to provide outreach and media support for priority pollutant campaigns
3 Our Water Our World Program	\$10,000					\$10,000								\$10,000	\$0	Funding for the Our Water Our World Integrated Pest Management Partnership with BASMAA
Pesticide Regulatory Support (TDC)	\$30,000	\$4,238	\$2,500	\$2,910	\$5,138	\$1,850	\$3,488	\$1,550	\$805	\$1,300				\$23,778	\$6,223	Provide BACWA/BAPPG representation to the California Product Stewardship Council. Near-term focus is establishing extended producer responsibility for pharmaceuticals. Provide key points for comment letters, communicate with pesticide regulatory agencies and seek opportunities to prevent pollution at the source
4 California Product Stewardship Council	\$10,000		\$10,000											\$10,000	\$0	Provide BACWA/BAPPG representation to the California Product Stewardship Council. Near-term focus is establishing extended producer responsibility for pharmaceuticals.
5 Website Consultant	\$2,000	\$600		\$229										\$829	\$1,171	Hire consultant to provide website modifications to support media campaigns, as needed
6																
Other Projects																
Unplanned Issues	\$2,000		\$105											\$105	\$1,895	Possible expenditures include media outreach, literature searches, website enhancement, training costs, etc.
Total BAPPG Budget	\$100,000													\$78,938	\$21,062	
														79%		

**AMENDMENT NO. 1  
TO AGREEMENT BETWEEN  
BAY AREA CLEAN WATER AGENCIES AND  
O'Rorke, Inc.  
FOR  
BAPPG, Outreach and Media Support for Priority Pollutant Campaigns**

This Amendment is made this 20<sup>th</sup> day of April, 2018, in the City of Oakland, County of Alameda, State of California, to that certain agreement of June 16, 2017 by and between O'Rorke, Inc and Bay Area Clean Water Agencies, (BACWA) (the "Agreement") in consideration of the covenants hereinafter set forth.

1. BACWA and O'Rorke agree to reduce the not to exceed amount from \$30,000.00 to \$27,000.00.
2. Except as herein expressly modified, the Agreement will remain in full force and effect.

**BAY AREA CLEAN WATER AGENCIES**

By \_\_\_\_\_  
Lori Schectel, Chair, Executive Board

Date April 20, 2018

O'Rorke, Inc

By \_\_\_\_\_  
Tracy Keough

Date April 20, 2018

**AMENDMENT NO. 1  
TO AGREEMENT BETWEEN  
BAY AREA CLEAN WATER AGENCIES AND  
Stephanie Hughes, ChE P.E.  
FOR**

**BAPPG Support and to provide professional training, prepare comment letters and  
provide policy support**

This Amendment is made this 20<sup>th</sup> day of April, 2018, in the City of Oakland, County of Alameda, State of California, to that certain agreement of June 16, 2017 by and between Stephanie Hughes, ChE P.E. and Bay Area Clean Water Agencies, (BACWA) (the "Agreement") in consideration of the covenants hereinafter set forth.

1. BACWA and TDC agree to increase the not to exceed amount from \$16,000.00 to \$19,000.00.
2. Except as herein expressly modified, the Agreement will remain in full force and effect.

**BAY AREA CLEAN WATER AGENCIES**

By \_\_\_\_\_ Date April 20, 2018  
Lori Schectel, Chair, Executive Board

Stephanie Hughes, Che P.E.

By \_\_\_\_\_ Date April 20, 2018  
Stephanie Hughes



## EXECUTIVE BOARD AUTHORIZATION REQUEST

AGENDA NO.: 6

FILE NO.: 18-35

MEETING DATE: April 20, 2018

**TITLE: Request for BACWA Executive Board Approval to Collect and Administer Funds for a Targeted Bay Area-focused Biosolids Research Project in Partnership with UC Merced.**

☐ RECEIPT

☐ DISCUSSION

☐ RESOLUTION

☒ APPROVAL

### RECOMMENDED ACTION

Authorize BACWA to collect and administer funds in the amount of \$85,000 from five separate funding agencies and make payouts from said funds to UC Merced, attention Ryals Laboratories once all needed agreements for disbursement of funds are in place. Authorize the BACWA Executive Director to execute any needed agreements for dispersal of collected funds provided those agreements are at no direct cost to BACWA. Consider whether or not BACWA should charge an administrative fee for providing the service and set the fee if needed.

### SUMMARY

During the April 2017 Executive Board meeting, BACWA approved funding to support a targeted biosolids research project for the purpose of comparing biosolids amendments to traditional compost and synthetic fertilizer. In addition to the \$10,000 provided by BACWA, \$75,000 has been raised from four additional stakeholders: the King Foundation, the Bay Area Biosolids Coalition, the San Francisco Public Utilities Commission, and the Fairfield Suisun Sewer District for a total amount of \$85,000.

Phase I of this research is slated to begin at the end of April 2018. The Bay Area Biosolids Coalition has requested that BACWA serve as the fund administrator for this research project. The first activity for BACWA under this proposal would be to invoice the project donors by the end of April 2018. Any donations received would be tracked separately from BACWA funds. As work is completed, BACWA would seek approval from the project management to disburse funds. Since the work is being conducted by UC Merced, BACWA may need to have an agreement in place that would recognize the terms and conditions for UC Merced billing BACWA for work completed. BACWA staff will investigate what, if any, agreement(s) are needed and, subject to project management approval, negotiate and execute those agreements provide they are at no direct cost to BACWA.

Project management will be conducted by staff from the San Francisco Public Utilities Commission.

### FISCAL IMPACT

If approved, providing administrative and contract services will result in no cost to BACWA other than staff time and accounting time associated with invoicing the funding agencies, establishing a separate account to keep all collected funds separate and administering funds to UC Merced. The BACWA Board could also decide to charge a modest fee for providing the administrative services if desired.

## **ALTERNATIVES**

The request could be denied. However, given further restrictions on biosolids from pending regulations, efforts that would result in expanded beneficial use of biosolids are a prudent investment.

*Attachments:* Research Project Proposal as of April 13, 2018

Approved: \_\_\_\_\_

Lori Schectel, Chair,  
BACWA Executive Board

Date: \_\_\_\_\_



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## RESEARCH PROPOSAL:

### Exploring the Beneficial Role of Biosolids in Soil Health and Climate Change Mitigation in California's Agricultural Soils

#### Background:

Beneficial reuse of biosolids offers an enormous potential to recycle a large source of organic carbon and nutrients to soils. Research from the Marin Carbon Project showed that a one-time application of compost (derived from plant waste streams) to managed California grassland soils increases ecosystem carbon storage, boosts plant growth, improves soil's ability to hold water, and reduces life cycle greenhouse gas emissions. Further, microbial research on thermophilic decomposition of human waste conducted by Lawrence Berkeley National Labs Ecology Department has demonstrated the reduction of pathogens, harmful bacteria and reduction of pharmaceuticals and other compounds of emerging concern through the composting process.

Biosolids and biosolids-products (e.g. compost, liquid biofertilizer) may provide similar benefits, but there remain key questions about the ecological implications of this innovative reuse of human waste nutrients. Wastewater utilities understand that biosolids offer a source of nutrient-rich organic matter that can replenish soil organic carbon and boost plant growth, as well as potentially offset the use of synthetic fertilizers through the addition of slowly-releasing plant nutrients. Biosolids amendments offer great potential to enhance soil carbon sequestration and improve soil health across the State of California, yet experimental tests that quantify these benefits are sparse. Further, little is known about potential tradeoffs of land application of biosolids, such as soil nitrous oxide (a potent greenhouse gas) emissions or leaching of nitrate (a groundwater contaminant). The extent to which biosolids amendments impact these microbial processes that transform nitrogen and stabilize carbon needs to be thoroughly understood to optimize management practices to maximize soil health and minimize undesirable impacts on environmental and human health.

This proposal is a collaborative partnership between researchers (Dr. Rebecca Ryals at University of California, Merced and Dr. Gary Andersen at Lawrence Berkeley National Laboratory) and California-based sanitation agencies.

#### Objectives:

The broad goal of the project is to improve the science and management of human organics for climate change mitigation and efficient nutrient cycling in California. The *long-term objectives* of the proposed research is to initiate controlled field experiments across California's climatic regions in order to (i) advance the understanding about the potential of biosolids-based amendments to restore soil health in California's agricultural soils, (ii) quantify benefits to the climate from enhanced soil carbon sequestration and reductions to greenhouse gas emissions, and (iii) integrate observations in ecosystem-level nutrient fluxes with microbial communities and function in order to elucidate the mechanisms driving changes to soil health and carbon storage. To better inform field experiments, *immediate objectives* are to:

Objective 1. Conduct a greenhouse experiment comparing the effects of biosolids amendments (pelletized, biofertilizer, compost) and synthetic fertilizer on crop production, nutrient losses, water retention, and carbon and greenhouse gas dynamics.

Objective 2. Conduct an extensive sampling survey of soil carbon, nitrogen, and microbial communities in fields that have been amended with biosolids

### Approach:

To achieve Objective 1, the research team began a pilot experiment in a greenhouse setting in September 2017. Treatments include pelletized biosolids, composted fecal matter, lystegro biofertilizer, and lystegro biofertilizer with biochar, as well as urea (a chemical fertilizer) and an unfertilized control. Amendments were applied at the same rate of available nitrogen (100 kg PAN/ha). The amendments were applied only once, and measurements are made over at least three cropping cycles to determine the legacy effects of amendments. The team is measuring soil greenhouse gas emissions, soil carbon and nitrogen dynamics, soil microbial communities, nutrient leaching, and crop yields. The preliminary results indicate that the organic amendments increase crop yields 2 to 3 times more than chemical fertilizer, and contribute to improvements in soil properties that increase the retention of water and nutrients.

To achieve Objective 2, the research team is currently coordinating with the SFPUC to identify field sites for a sampling campaign. Criteria for field selection include (1) at least one time application of biosolids, (2) a record of the amount and time of biosolids application, (3) an unamended comparison field with similar soil and management conditions. At each paired-site, the team will collect replicate (n = 15 per site) soil samples at four depth increments to a 1 meter depth (0-10, 10-30, 30-50, and 50-100 cm). Each soil sample will be analyzed for total soil carbon and nitrogen. Soil samples will also undergo a physical fractionation procedure to determine the stability of carbon pools in amended and unamended soils. High throughput DNA sequencing of 16S rRNA genes and targeted quantitative PCR (qPCR) measurements will be used on a subset of soil samples to measure microbial community composition and abundance, respectively, in order to determine which microbial populations are associated with different soil amendments. The limitations to this survey are the lack of controlled experimental conditions through time and the exclusive sampling of Class A/B biosolids amendments, and absence of composted or novel biosolids amendments. However, this survey, along with results from the pilot greenhouse study, will provide key insights that will inform a large-scale field study. These initial data, observations, and partnership with state agencies will equip us with the knowledge and tools to design an efficient, novel, and management- and policy-relevant long-term biosolids research agenda.

### Funding Sources:

A research budget is included with this proposed scope of work. A large portion (~83%) of funding needs for Objective 1 has already been met through in-kind support and grants from the lead project director, Dr. Ryals. She and Dr. Andersen also have labs that are outfitted with essential analytical equipment that will be used for this research.

In addition to in kind support, \$85,000 has been raised by interested stakeholders across the San Francisco Bay Area, including wastewater utilities, non-governmental organizations and private industry.

<b>Funding Source</b>	<b>Funding Amount</b>
King Foundation	\$15,000
Bay Area Biosolids Coalition	\$50,000
Bay Area Clean Water Agencies	\$10,000
San Francisco Public Utilities Commission	\$5,000
Fairfield Suisun Sewer District	\$5,000
<b>Total</b>	<b>\$85,000</b>

**Expected Outcomes:**

Ultimately, this project aims to provide a better understanding of the role that biosolids soil amendments can play in mitigating climate change, improving soil health and to therefore further their recognition as a valued resource. The results of this study will provide important guidance for efforts to turn wastes into resources that improve soil health in California. Project deliverables will include (i) a peer-reviewed scientific article of the results from Obj 1 and Obj 2, (ii) a policy brief integrating project findings with local and state organics management plans, and (iii) presentations at scientific conferences and to public agencies. Throughout this research, we will engage with public utilities and other local stakeholders to ensure that the research questions and experimental design are scientifically robust as well as relevant to local policy and management needs. We hope that this project will serve as a demonstration and integration of co-benefits to sanitation and agriculture in the state of California.

**Timeline:**

April-May 2018	Collect funds from all stakeholders
May 2018	Dr. Ryals hire Technician 1 and begin ordering supplies
May 2018	Collect soil samples in Solano County
June 2018	Analyze soil samples
December 2018	Produce findings in a final report for distribution and ultimate publication in peer reviewed academic journal



**Budget:**

	Funds Requested	In-kind Funds
<b>TOTAL PROJECT BUDGET</b>	<b>\$79,036</b>	<b>\$22,703</b>

	Funds Requested	In-kind Funds
<b>Personnel</b>		
Graduate student 1		
# months		6
Salary (\$)		10440
Fringe (\$)		1253
tuition		7373
Research technician 1		
# months	8	
Salary (\$)	24000	
Fringe (\$)	10920	
<b>Personnel total cost</b>	<b>\$34,920</b>	<b>\$19,065</b>

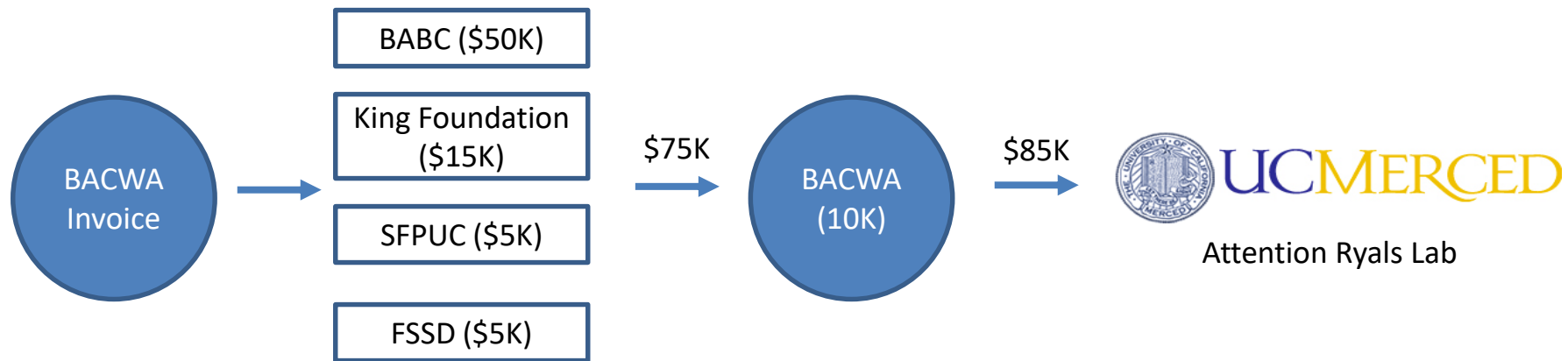
<b>Objective 1: Pilot greenhouse study</b>		
Pots (81 total)		324
Greenhouse supplies		200
Temperature and humidity data logger		250
Sample collection bags/tubes		200
Soil sampling supplies		100
Gas sampling supplies		500
Soil carbon and nitrogen analysis	810	
Plant carbon and nitrogen analysis	648	
Greenhouse gas emissions analysis	3105	
Leachate nutrient analysis		2400
Soil and plant micronutrients	3618	
<b>Obj 1 total cost</b>	<b>\$8,181</b>	<b>\$1,574</b>

<b>Objective 2: Extensive survey of biosolids application in California</b>		
Travel to field sites	1500	
Travel to partner meetings	450	
Soil sampling supplies	400	
Soil carbon and nitrogen analysis	10800	
Soil fractionation analysis	3600	
Soil microbial analysis	10000	
Publication fee	2000	
<b>Obj 2 total cost</b>	<b>\$28,750</b>	<b>\$0</b>

<b>Indirect costs</b>		
UC Merced F&A (10%)	\$7,185	\$2,064



# San Francisco Bay Nutrient Management Strategy (NMS)

## Steering Committee Meeting # 16

March 9, 2018

### Meeting Summary

#### Steering Committee Attendees

Organization	First	Last	Role	Present	Comments
BASMAA	Adam	Olivieri	Member		
	Tom	Hall	Alternate	X	
	Matt	Fabry	Alternate		
	Geoff	Brosseau	Alternate		
BACWA	Eileen	White	Member	X	
	Lori	Scheitel	Alternate		
	Eric	Dunlavy	Member	X	
	Bhavani	Yerrapotu	Alternate		
Cal DFW	Becky	Ota	Member		
	Bill	Paznokas	Alternate		
Delta Stewardship Council	Rainer	Hoenicke	Alternate	X	
Napa County Farm Bureau	Jeff	Page	Member	X	
U.S. Geological Survey	Joe	Holomuzki	Member	X	
NOAA Fisheries	Joe	Dillon	Member		
	Melanie	Harrison	Alternate		
Regional San	Christoph	Dobson	Member		
	Lisa	Thompson	Alternate	X	
San Francisco Baykeeper	Ian	Wren	Member	X	Program Coordinator Team
SFCWA	Lynda	Smith	Member	X	
	Frances	Brewster	Alternate		
	Stephanie	Fong	Alternate		
U.S. EPA	Terry	Fleming	Member	X	
	Luisa	Valiela	Alternate		
U.S. FWS	Leanna	Zweig	Member		
WSPA	Kevin	Buchan	Member		
	Mike	Armour	Alternate		
Central Valley Water Board	Adam	Laputz	Member		

	Janis	Cooke	Alternate	X	
	Christine	Joab	Alternate		
SF Bay Water Board	Tom	Mumley	Member	X	
	Naomi	Feger	Alternate		
SB Salt Pond Restoration Project	John	Bourgeois	Member		
	Jared	Underwood	Alternate	X	

### **Additional Attendees**

David Williams, BACWA

Mike Connor, BACWA

David Senn, SFEI, Science Manager, Program Coordinator Team

Phil Trowbridge, SFEI Facilitator, Program Coordinator Team

Robert Schlipf, SF Bay Water Board

Yun Shang, EBMUD

SFEI Nutrient Science Program staff

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- 1 Welcome, Introductions and Agenda Review:** The Facilitator welcomed all attendees and introductions were made. The agenda was reviewed with no changes suggested.

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- 2 Decision Item: Approve Prior SC Meeting Summary:** The December 9, 2017 Meeting Summary was approved with the following corrections:
- a. Spell out Department of Public Health
  - b. Correct the spelling of zooplankton on pg. 3
  - c. Correct the date for Regional San nutrient reduction coming online in 2021 and filtration/denitrification online in 2023

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- 3 Action items:** It was reported that all Action Items from the previous meeting had been completed.

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**4 Program Update:**

- Science Program and Financial update: The Science Manager (SM) provided a brief update on the financial status. It was pointed out that
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money from the SEP program does not go into a pot but instead is tied to a suite of potential projects to be completed.

The SM then discussed the on-going work with the model development. The hydrodynamic model is being integrated with the Deltares model and also will be integrated with the Delta model. The Steering Committee (SC) would like to better understand what the vision is for the ultimate model and what it will be capable of doing. The SFEI team is working with the modeling group for the Delta model to accomplish the integration. The intent is to have the preliminary results from the model inform the future monitoring needs. It was also noted that the Delta Science Program is involved with and Integrated Modeling effort that has a draft charter. **Action Items: (1) Rainer to send the draft Charter for the Delta science program to the SC; (2) The Planning Subcommittee (PS) will respond to the SC request for the strategy on integration of the Bay and Delta models.**

The SM also informed the SC about the first peer reviewed publication in Harmful Algae coming out within a month. The article looks at the multiple freshwater and marine algal toxins at the land-sea interface of the San Francisco Bay. The announcement prompted a discussion of the need for more advanced notice to the SC of when publications were being planned. It was noted that the Regional Monitoring Program had adopted a formal policy to have the Technical Review Committee notified when manuscripts were being prepared. **Action item: The SM to send out the draft of the scientific article to the SC. Also the PS is to address the issue of dealing with publications of scientific articles coming out of the NMS science program.**

The group then discussed changes to the composition of the SC. BACWA noted that Eric Dunlavey will be replacing Jim Ervin on the SC and that Eileen White will be replacing Mike Connor. Lisa Thompson will become the primary representative for Regional San on the SC replacing Christoph Dobson. Also Steve Culberson, lead scientist for the Interagency Ecological Program (IEP) should be added as a new representative to the SC for IEP. These announcements prompted a discussion of the SC Charter and what were the procedures for adding and deleting members from the SC. The current Charter requires new members to formally request to be added to the SC but is silent on the SC making its own recommendations to add new members. It was felt that this needed to be changed. **Action Item: Revise the NMS Charter to have the SC make recommendations for new**

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***members, without having to submit formal letters, to be followed by Water Board (WB) approval and present the revised Charter for approval at the next SC meeting.***

The WB then called for a vote on the addition of Steve Culberson to the SC. Terry F. made the motion which was seconded by Ian Wren. The motion was unanimously approved.

- Planning Subcommittee update: The Program Coordination Team presented an update on PS activities. The Team had submitted a grant proposal for Measure AA funds for a wetlands treatment demonstration project in San Leandro. At this point it looks fairly promising for receipt of the grant. If granted the SC would need to approved some matching funds.

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## **5 Technical Update - Science Program**

- Modeling and nitrogen budgets: SFEI staff first gave an update on the modeling efforts. The core modeling program has focused on the Lower South Bay plus the sloughs, the Central Bay, Suisun Bay/Delta and the coastal waters. The approach on model development has been to start with the physics than add water quality and other added applications. The models will be run early to see what can be discovered in terms of added monitoring data.

The SFEI staff then gave a presentation on the progress on the Delta-Suisun Bay Biogeochemical modeling effort. The hydrodynamic model looks at movement between model cells while the biogeochemical model looks at reactions within the individual model cells. The Cascade model is the hydrodynamic model. It contains 75,019 cells and has been calibrated using 16 years of data. The staff explained the models runs made to date and showed where under-prediction and over-prediction was taking place. The group then entered into a discussion on the need for more data.

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**Break**

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## **6 Technical Update – Science Program (continued)**

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- Dissolved oxygen: SFEI staff made a presentation on *Characterizing DO Related Habitat Quality in the Lower South Bay*. Efforts are being made to use as much fish data as possible. Key questions focus on what DO levels would constitute impairment and what can be learned from the fish data. It was pointed out that fish trawls made in Lower South Bay have been conducted at high tides which presents data on one type of environment. SFEI staff are using the General Additive Model (GAM) tool in order to assess the available data on DO, temperature, and salinity. They are also looking at catch curves and fish abundance versus DO levels. The data shows that picking a species or functional groups of fish is an important factor.
  - Chlorophyll, phytoplankton, and HABs: The SM gave a presentation on harmful algae and an analysis of trends in the Bay. One of the key questions the scientists are trying to answer is whether HABs are being transported into the Bay or actually growing in the Bay. Datasets show that
    - toxins are present in shellfish and algal cells
    - multiple toxins are being produced
    - some toxins are near threshold levels
    - there is some relationship between HABs and chl-a
  - The scientists are trying to learn more using long term data. A key question is what are the conditions which cause species to produce toxins. The group discussed what needs to be done to answer key questions and what type of early warning monitoring is needed. An internal draft of the report on HABs will be circulated to the SC meeting in April.

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### **Lunch (provided)**

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- 7 Discussion Item: Revising the Science Plan and Strategic Planning for FY 19 Science Program:** The SM started the discussion by reviewing the six key questions which form the basis of the Science Plan (SP). He then went over the core monitoring and modeling programs and the list of projects that have been proposed (see handouts for the meeting). This prompted a discussion amongst the SC members. Several comments and questions were raised as follows:
- What data is needed to ensure that the model is working well?
  - It was noted that with the anticipated increase in science funding that roughly \$1.5M in projects need to be identified.
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- Coastal effect, although important, are outside the current scope of the SP.
  - HAB research may not payoff, what is needed is applied science.
  - Biogeochemical field studies will help with the modeling effort
  - It was suggested that a sensitivity analysis be conducted to help perfect the model
  - Make sure the monitoring program is in place.
  - One SC member supported project P 13 dealing with the Assessment Framework (AF)
  - It was suggested that P 8, which includes a fish survey, was not needed
  - As in the past, more projects needed to be identified than available funds to allow for additional projects to proceed should added funding be secured
  - Another SC member supported P 13 Imaging Flow Cytobot
  - A comment was made that the Lower South Bay should not continue to be the focus of the projects and that the AF should focus on HABs
  - A SC member voiced support for projects that investigate the effects of stratification
  - A SC member clarified that he is not saying don't do fish work but rather questioning if we should be doing more.
  - The SM noted that there is a data gap with DO monitoring since the DO is only measured during the fish trawls.
  - A SC members supported more investment in data synthesis

Following the discussion, the SM summarized the next steps as follows:

1. Develop the Program Plan with full project descriptions by March-April
2. Hold a Nutrient Technical Workgroup meeting in April-May
3. Present the Program Plan for SC review by May 25<sup>th</sup>
4. The SC will approve a Program Plan at the June 8<sup>th</sup> meeting

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## **8 Other Business**

- The Central Valley Regional Board reported that the Draft Delta Nutrient Research Plan available on the Water Board's web site with requests for comments by the end of the month. Their Stakeholder and Technical Advisory Group will be meeting in May. It was also reported that Chris Foe is retiring at the end of the March
  - The Delta RMP funding proposal is going to their Steering Committee in May. The proposal includes funding for additional monitoring and modeling. The monitoring efforts will be coordinated with the NMS monitoring work.
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- Regional San is engaged in efforts to examine field conditions before and after their new treatment facilities go online. They are projecting what responses they expect to see and where and how to monitor
  - The proceedings from the November 2016 workshop on Introduction to the Bay-Delta Science Enterprise will be coming out in April. Efforts are underway to ensure that the models for the Bay and Delta are integrated. The IEP is spending roughly \$20M/yr. on permit driven monitoring.
  - A few other updates included the following:
    - Greg Ericson is the new Director of the US Dept. of Fish and Wildlife for Region 3. His old position at the IEP is now open
    - The Oro Loma Ecotone project is showing good effects on reducing nutrients and CECs

***Action Items: The SM to send out the presentations from the SC meeting. Rainer H. to send the Science Center proceedings to Phil T. and inform Steve C. that he is now on the SC.***

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## **9 Action Items and Wrap-up**

Confirm next meeting date: June 8, 2017 @ SFEI

Following meeting: September 8, 2017 @ Water Board

Nutrient Technical Workgroup meeting: May 4, 2017 @ SFEI

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**Adjourn:** The meeting adjourned at 2:50 pm.

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**PARKING LOT:** Topics to add to meeting agenda when appropriate.

- Periodic updates on Assessment Framework
- Plus/Delta on the NMS after 2 years
- Findings from Regional San's studies
- Public health monitoring of HAB toxins in shellfish





DRAFT

## Executive Board Special Meeting Agenda

SF Bay Regional Water Board / BACWA Executive Board Joint Meeting

June 1, 2018 10:00 AM -12:00 PM

SF Bay Water Board, 1515 Clay Street, St. 1400 Oakland, CA

**ROLL CALL AND INTRODUCTIONS – 10:00**

**PUBLIC COMMENT – 10:05**

**DISCUSSION/OTHER BUSINESS- 10:10**

Topic	Goal	Time
<b>1. Nutrients</b> a. Optimization and Upgrade Studies b. 2 <sup>nd</sup> Watershed Permit c. Advance Funding to NMS	<ul style="list-style-type: none"><li>• Update on progress of optimization/upgrade studies completion</li><li>• Discussion over incentivizing early actions and the Regional Study</li><li>• Timing and contingency for advancing funding during FY19</li></ul>	10:15
<b>2. State Water Board Climate Change Resolution</b>	<ul style="list-style-type: none"><li>• Input to State Water Board from Region 2</li></ul>	10:50
<b>3. Near shore discharge permitting</b>	<ul style="list-style-type: none"><li>• Input from BACWA members on Case Studies report</li></ul>	11:00
<b>4. Chlorine Residual BPA</b>	<ul style="list-style-type: none"><li>• Update on progress</li></ul>	11:10
<b>5. Triennial Review</b>	<ul style="list-style-type: none"><li>• Discussion of projects</li></ul>	11:20
<b>4. SSS WDR Update</b>	<ul style="list-style-type: none"><li>• Update on recommendation from wastewater community and Region 2</li></ul>	11:30
<b>5. Recycled Water</b>	<ul style="list-style-type: none"><li>• Discussion of Recycled Water Policy Update – implications for Region 2</li><li>• How to manage onsite reuse permitting</li></ul>	11:35
<b>6. Joint meeting between Water Board and Air District</b>	<ul style="list-style-type: none"><li>• Draft agenda, schedule</li></ul>	11:45
<b>7. CECs update</b>	<ul style="list-style-type: none"><li>• BACWA White Paper on POTW Participation</li></ul>	11:50

**ADJOURNMENT**

Notice Date: April 6, 2018

**NOTICE OF PUBLIC WORKSHOP  
AND  
SOLICITATION OF PUBLIC COMMENT**

**2018 TRIENNIAL REVIEW  
OF THE  
WATER QUALITY CONTROL PLAN FOR THE SAN FRANCISCO BAY BASIN**

The California Regional Water Quality Control Board, San Francisco Bay Region (Water Board) is initiating the triennial review process for the Water Quality Control Plan, San Francisco Bay Basin (Basin Plan). The Basin Plan is the master policy document that contains descriptions of the legal, technical, and programmatic bases of water quality regulation in the San Francisco Bay Region, including water quality standards.

The purpose of the triennial review is to examine and update the focus of Water Board planning efforts, including TMDL projects. Section 13240 of the Porter-Cologne Water Quality Control Act and section 303(c)(1) of the federal Clean Water Act require a review of basin plans at least once each three-year period to keep pace with changes in regulation, new technologies, policies, and physical changes within the region.

NOTICE IS HEREBY GIVEN that a public workshop on the Basin Plan Triennial Review will be held:

**DATE:** Monday May 21, 2018  
**TIME:** 10 a.m. to 12 noon  
**LOCATION:** Elihu M. Harris State Building  
2<sup>nd</sup> Floor, Room 10  
1515 Clay Street  
Oakland, California 94612

**STAFF CONTACT:** Richard Looker  
1515 Clay Street, Suite 1400  
Oakland, CA 94612  
(510) 622-2451 (ph)  
email: [rlooker@waterboards.ca.gov](mailto:rlooker@waterboards.ca.gov)

The Water Board is responsible for reviewing the Basin Plan and is required to identify those portions of the Basin Plan that are in need of modification or new additions, and adopt standards as appropriate. The review includes a public workshop and a public hearing to allow the public to identify issues for the Water Board to consider for incorporation into its Basin Plan.

MATERIALS: Water Board staff is preparing an initial list of candidate Basin Planning issues for inclusion in the Water Board's triennial review workplan. These candidate issues include updates to beneficial uses, water quality objectives, implementation plans, and policies. The document containing brief descriptions of all the triennial review issues currently being considered by Water Board staff will be available for download on April 20, 2018 here:

[http://www.waterboards.ca.gov/sanfranciscobay/basin\\_planning.shtml#triennialreview](http://www.waterboards.ca.gov/sanfranciscobay/basin_planning.shtml#triennialreview)

SUBMISSION OF WRITTEN COMMENTS: We solicit input from interested parties to assist staff to identify and prioritize Basin Plan amendment projects that will best address the water quality planning needs of our region. It is important to identify the scope, timing and critical nature of potential projects, as the Water Board is limited in terms of the staff resources that are available to complete the projects. Written comments can be submitted via regular or electronic mail and are due by **5pm on June 8, 2018**.

After public input is received, Water Board staff will prepare a Staff Report containing a prioritized list of Basin Planning projects. We will make these materials available for formal public comment as part of the public process in advance of a Water Board hearing taking place this fall. Ultimately, the Water Board will adopt, by resolution, the priority list of Basin Planning projects to be pursued.

**Triennial Review Workshop Solicitation Period:**

<b>Comment Period Opens</b>	<b>Friday April 20, 2018</b>
<b>Public Workshop</b>	<b>Monday May 21, 2018</b>
<b>Final date for Submitting Comments</b>	<b>Friday June 8, 2018</b>
<b>Board Adoption Hearing</b>	<b>fall 2018</b>

Chronic toxicity species for Region 2 POTWs

Agency	Species
American Canyon	Americamysis bahia
Benicia	Mytilus edulis
Burlingame	Americamysis bahia
Calistoga	Ceriodaphnia dubia
Central Contra Costa Sanitary District	Selenastrum capriomutum or Americamysis Bahia
Central Marin Sanitation Agency	Americamysis bahia
Delta Diablo Sanitation District	Mytilus galloprovincialis (or Ceriodaphnia dubia if mytilus unavailable)
East Bay Dischargers Authority (EBDA)	Pimephales promela
EBMUD Main Wastewater Treatment Plant	Mussel (Mytilus sp.) or if unavailable, then Crassostrea gigas
Fairfield-Suisun Sewer District	Americamysis bahia
Las Gallinas Valley Sanitation District	Mysidopsis bahia
Marin County SD. No. 5 Tiburon	Americamysis bahia
Millbrae	Americamysis bahia
Mt. View Sanitary District 1	Menidia beryllina
Napa Sanitation District	Mytilus galloprovincialis
Novato Sanitary District	Menidia beryllina
North San Mateo County SD	Mytilus galloprovincialis
Pacifica	Ceriodaphnia dubia
Palo Alto	Pimephales promelas
Petaluma	Americamysis bahia
Pinole	Americamysis bahia
Rodeo Sanitary District	Ceriodaphnia dubia
San Francisco Airport WQCP	Strongylocentrotus purpuratus and Dendraster excentricus
San Francisco Southeast Plant	Dendraster excentricus or Strongylocentrotus purpuratus
San Jose and Santa Clara	Ceriodaphnia dubia
San Mateo	Americamysis bahia
Sausalito-Marin City Sanitary District	Americamysis bahia
Sewer Authority Mid-Coastside	Cyprinodon variegatus
Sewerage Agency of Southern Marin	Americamysis bahia
Silicon Valley Clean Water	Americamysis bahia
Sonoma Valley County Sanitation District	Haliotis rufescens (or Ceriodaphnia dubia if Haliotis is unavailable)

South San Francisco-San Bruno	Americamysis bahia
Sunnyvale	Thalassiosira pseudonana
US Naval Support - Treasure Island	Echinoderm embryo development test with either Dendraster excentricus or Strongylocentrotus purpuratus
Vallejo Sanitation	Haliotis rufescens
West County Agency	Ceriodaphnia dubia





March 20, 2018

Submitted via electronic mail to [waterqualitypetitions@waterboards.ca.gov](mailto:waterqualitypetitions@waterboards.ca.gov)

State Water Resources Control Board  
Office of Chief Counsel  
Adrianna M. Crowl  
1001 "I" Street, 22nd Floor  
Sacramento, CA 95814

**Subject:** Request for Review and Resolution of Issues Raised in Petition of the Ross Valley Sanitary District, et. al.

Dear Ms. Crowl:

The California Association of Sanitation Agencies (CASA) and Bay Area Clean Water Agencies (BACWA) request that the State Water Resources Control Board accept for review the petition of the Ross Valley Sanitary District, et. al. (*In the Matter of the Petition of Ross Valley Sanitary District, San Rafael Sanitation District and Southern California Alliance of POTWs for Review of Action and Failure to Act by the California Regional Water Quality Control Board, San Francisco Bay Region, in Adopting Order No. R2-2018-0003 for the Central Marin Sanitary Agency*)

CASA and BACWA previously commented on the permit that is the subject of this Petition, No. R2-2018-0003 NPDES, No. CA0038628 for Central Marin Sanitation Agency, San Rafael Sanitation District, Sanitary District No. 1 of Marin County, and Sanitary District No. 2 of Marin County Marin County. The order was adopted on January 10, 2018 without the changes urged by CASA and BACWA in our comments on the Tentative Order. The State Water Board should take up the Petition and address the issues raised by the Petitioners for the following reasons:

**The NPDES Permit was not the Appropriate Vehicle for Imposing Requirements on the Satellite Agencies**

In our comments on the Tentative Order, we noted our concern about the inclusion of the satellite collection systems in the NPDES permit. Under the circumstances presented, we suggested it would be more appropriate to approach the requirements placed on the satellite agencies as a blueprint for collection system improvements over the next five years, not as provisions within the regional treatment agency's NPDES permit. We also suggested that there were other adequate mechanisms available to regulate the satellites' activities pertaining to inflow and infiltration (I/I) reduction, including those already available under the Sanitary Sewer Systems Waste Discharge Requirements (SSS WDR) or a supplemental non-NPDES WDR. None of these alternatives were adequately considered or pursued by the Regional Water Board. We cannot identify any benefit to stakeholders or the environment from pursuing this approach in this case, other than it being the Regional Board staff's preference for administrative convenience.



### **The “Blending” Provisions of the Permit Do Not Justify Including Satellite Agencies**

One stated reason for inclusion of the collection system agencies in the Permit was to address “blending” at the treatment facility. For the reasons set forth by Petitioners, this is inappropriate. Federal courts have ruled that blending is not an illegal bypass subject to the United States Environmental Protection Agency’s bypass prohibitions and rules. By including the collection system agencies in the permit, with the justification of reducing I/I and blending, the Regional Water Board is essentially regulating upstream and internal waste streams, and controlling the operation of the treatment works by imposing requirements prior to discharge. The State Water Board should take up this Petition in order to clarify that addressing blending is not a sufficient justification for inclusion of satellite collection system agencies in an NPDES permit. The issues related to bypass are of interest to the municipal wastewater industry as a whole and should be taken up even if other issues in this Petition are ultimately resolved.

### **The Prescribed List of “Tasks”, and Level of Specificity in Requirements and Timetables for Satellite Agency Actions, is not Appropriate in an NPDES Permit**

The NPDES Permit includes 38 individual tasks for the three collection system agencies. For the reasons set forth in the Petition, this is inappropriate. All of these very specific tasks are on rigid time schedules established in the permit. Because they are part of an NPDES permit, none can be modified without formal notice, comment and hearing. These lists micromanage the activities of the collection system agencies in an unreasonable manner that is neither necessary nor authorized by law. The specific “checklist” nature of these requirements is inappropriate for an NPDES permit, and the State Water Board should take up the Petition to address this issue.

Feel free to contact me at [alink@casaweb.org](mailto:alink@casaweb.org) or (916) 446-0388 with any follow-up questions or concerns.

Sincerely,



Adam D. Link  
Director of Government Affairs, CASA



David R. Williams  
Executive Director, BACWA

cc: Roberta Larson, Executive Director, CASA  
Melissa Thorne, Downey Brand LLC  
David Williams, BACWA Executive Director

April 10, 2018

**VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED**

Mr. Scott Pruitt, Administrator  
ENVIRONMENTAL PROTECTION AGENCY  
USEPA Headquarters  
William Jefferson Clinton Building  
1200 Pennsylvania Avenue, N.W.  
Mail Code: 1101A  
Washington, DC 20460

Mr. Jeff Sessions  
Attorney General of the United States  
U.S. DEPARTMENT OF JUSTICE  
950 Pennsylvania Avenue, NW  
Washington, DC 20530-0001

Re: Notice of Second Amended Complaint related to USEPA's Test of Significant Toxicity (TST) Guidance being used as a Rule – Request to Withdraw Guidance

Gentlemen:

The Attorney General issued a memorandum on November 17, 2017, related to the “Prohibition on Improper Guidance Documents.” In that memorandum, the Attorney General recognized “the fundamental requirement that agencies regulate only within the authority delegated to them by Congress.” Although that memorandum only specifically addressed guidance within the Department of Justice, the use of guidance documents as rules has arisen in the context of USEPA requiring un-promulgated water toxicity test methods in enforceable Clean Water Act (CWA) permits and associated prescribed monitoring requirements. Because of the enforcement jeopardy created by this problem, we have enclosed a copy of the Second Amended Complaint (Complaint) in *SCAP v. USEPA*, Case No. 2:16-cv-02960-MCE-DB (“*SCAP II*”), authorized by court order on March 19, 2018, and filed on April 8, 2018, which relates to improper use of such USEPA guidance.

The Department of Justice should consider the November 2017 “Prohibition on Improper Guidance Documents” when defending cases, such as the one attached, related to other agencies of the federal government. In addition, federal agencies, such as USEPA, should not allow guidance documents to be used in the same manner as promulgated regulations. Such guidance should be withdrawn unless and until properly promulgated to avoid *ultra vires* federal action.

As stated in the attached Complaint, Section 304(a) of the Clean Water Act (CWA) requires that USEPA “after consultation with appropriate Federal and State agencies and other interested persons, shall develop and publish . . . (and from time to time thereafter revise) information . . . (C) on the measurement and classification of water quality....” (33 U.S.C. §1314(a)(2)(C).)

Section 304(a)(3) requires “[s]uch criteria and information and revisions thereof shall be issued to the States and shall be published in the Federal Register and otherwise made available to the public.” (33 U.S.C. §1314(a)(3)(emphasis added). Section 304(a)(8) requires that USEPA, after consultation with appropriate State agencies, “shall develop and publish information on methods for establishing and measuring water quality criteria for toxic pollutants, on other bases than pollutant-by-pollutant criteria, including biological monitoring and assessment. (33 U.S.C. §1314(a)(8). Section 304(h) of the CWA requires USEPA to “promulgate guidelines establishing test procedures for the analysis of pollutants that shall include the factors which must be provided in any certification pursuant to section [401 of the CWA] or permit application pursuant to section [402 of the CWA].” (33 U.S.C. §1314(h); 33 U.S.C. §§1341, 1342.) Thus, CWA Section 304 requires rules, promulgated through a public review and comment process, related to the measurement of water quality and does not authorize the issuance of informal unpromulgated guidance setting forth test procedures or analysis that can be used for regulatory purposes.

Under the CWA, USEPA has no legal ability to exceed the authority provided to that agency by statute. In the context of CWA Whole Effluent Toxicity (WET) testing, test methodologies cannot be used or required pursuant to guidance documents, only by properly promulgated USEPA federal regulations incorporated into 40 Code of Federal Regulations (CFR) Part 136. *See e.g.*, 33 U.S.C. §1314(a)(2)(C) and (a)(3) (requiring information on the measurement and classification of water quality to be revised from time to time and published in the Federal Register and otherwise made available to the public)

Notwithstanding these CWA’s requirements, USEPA has twice failed to act to incorporate the Test of Significant Toxicity (TST), issued as a guidance document in 2010, into rulemakings modifying Part 136. If USEPA intends to utilize the TST to determine reasonable potential for making decisions on whether discharge permits must contain enforceable effluent limitations for chronic toxicity, and to determine compliance with toxicity limitations and monitoring requirements, then USEPA arguably had a non-discretionary duty, yet failed to act, to incorporate the TST into federal regulations in both 2012 and 2017.

In 2012, as required by the CWA to from time to time amend the information ... on the measurement and classification of water quality (33 U.S.C. §1314(a)(2)(C)), USEPA formally amended the promulgated WET test methods and procedures in its modifications to the Part 136, “Promulgated Guidelines Establishing Test Procedures for the Analysis of Pollutants under the Clean Water Act: Analysis and Sampling Procedures,” 77 Fed. Reg. 29758 (May 18, 2012). USEPA’s amendments failed to incorporate or authorize use of the TST, even though the TST approach had been available as guidance for nearly two years.

On August 7, 2017, the USEPA Administrator signed and submitted a final rule for publication, again updating the Part 136 Rule for Analysis of Effluent. Again, USEPA’s amendments failed to modify the Part 136 rule to include the TST. This rule finalizing the proposed rule from 2015 was published at 82 Federal Register 40,836 on August 28, 2017, and became effective

September 27, 2017. USEPA once again failed to act in accordance with the CWA and promulgate the TST, or at least incorporate the TST guidance by reference into the rule, making it into a lawful regulation under the requirements of CWA Section 304.

Although the Plaintiff groups could seek to force promulgation, the Plaintiffs believe that the currently promulgated methods are adequate and do not need to be supplemented with the TST. However, **Plaintiffs respectfully request that USEPA withdraw the 2010 TST guidance,**<sup>1</sup> and issue notice to USEPA regions and States that the TST cannot be used in lieu of the formal test methods and statistical approaches, which were promulgated in 2002 as required by CWA section 304, as set forth in 40 CFR Part 136.

If USEPA (or the Department of Justice) would like to discuss this matter further with my clients or their representatives, this case was brought by the following entities:

Southern California Alliance of Publicly Owned Treatment Works (SCAP)	Central Valley Clean Water Association (CVCWA)	Bay Area Clean Water Agencies (BACWA)
Steve Jepsen, Executive Director	Debbie Webster, Executive Officer	David Williams, Executive Director
605 Third Street Encinitas, CA 92024 T: (760) 479-4112	700 R Street, Suite 200 Sacramento, CA 95811 T: (916) 330-2705 (Main)	P.O. Box 24055, MS 59 Oakland, CA 94623 T: (415) 404-8303

Also for your information, this case is being defended by:

McGREGOR W. SCOTT United States Attorney CHI SOO KIM Assistant United States Attorney 501 I Street, Suite 10-100 Sacramento, CA 95814 Telephone: (916) 554-2700	JEFFREY S. WOOD Acting Assistant Attorney General Environment & Natural Resources Division LESLIE M. HILL United States Department of Justice Environmental Defense Section 601 D Street N.W., Suite 8000 Washington D.C. 20004 Telephone: (202) 514-0375
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<sup>1</sup> In another case brought by Plaintiffs challenging USEPA's approval of an Alternative Test Procedure (ATP) allowing use of the TST, the ATP was withdrawn, thereby resulting in Plaintiffs' case being deemed moot. See *Case 2:14-cv-01513-MCE-DAD Southern California Alliance of POTWs et al., v. United States Environmental Protection Agency et al*, Case 2:14-cv-01513-MCE-DAD ("SCAP I").

Scott Pruitt, USEPA Administrator  
Jeff Sessions, Attorney General  
April 10, 2018  
Page 4

The Parties have stipulated that no response is due from USEPA until May 21st, so adequate time exists to withdraw the 2010 TST guidance without more resources being spent on this case.

Thank you for considering the request to rescind the 2010 TST guidance.

Sincerely,

DOWNEY BRAND LLP



Melissa A. Thorme  
Counsel for SCAP, CVCWA, and BACWA

cc by email, without attachment:

Steve Jepsen, SCAP  
Debbie Webster, CVCWA  
David Williams, BACWA  
Chi Soo Kim, U.S. Attorney's Office, Sacramento

1515472.1

United States Environmental Protection Agency  
Office of Water, Office of Wastewater Management, Water Permits Division  
May 2012

## National Pollutant Discharge Elimination System (NPDES) Whole Effluent Toxicity (WET) Spreadsheet

### Spreadsheet Description

The NPDES Whole Effluent Toxicity (WET) Spreadsheet is a statistical spreadsheet (using Microsoft Excel<sup>®</sup>), which the Water Permits Division/Office of Wastewater Management is making available to EPA Regions, their States, and others for analyzing valid WET test data. The spreadsheet calculates acute and chronic WET effects (e.g., survival, reproduction, biomass, fertilization) identified in EPA's WET test methods under the NPDES program, including EPA WET test methods at 40 CFR Part 136 (USEPA 2002a, 2002b, 2002c) and the West Coast marine species methods (USEPA 1995). The spreadsheet calculates various WET endpoints recommended in EPA's Technical Support Document (TSD) (e.g., LC50, NOAEC, NOEC, LOEC, IC25; see Chapter 1, Section 1.3 of the TSD) based on the statistical flowcharts provided in EPA's test methods, as well as results using EPA's NPDES WET Test of Significant Toxicity document (TST; EPA 833-R-10-003, June 2010).

### Why is U.S. EPA making this spreadsheet available to States and Regions?

After receiving numerous requests from EPA Regions and States, EPA developed the NPDES WET Spreadsheet to provide an easy to use, inexpensive way for States and Regions to independently analyze and evaluate valid WET data submitted by NPDES permittees (i.e., monitoring data used for determining WET reasonable potential or compliance monitoring for WET NPDES limits).

### What can the NPDES WET spreadsheet be used for?

- **Determining reasonable potential.** Point estimates using EPA's Technical Support Document approaches, as well as TST can be used for determining Reasonable Potential (RP).
- **Compliance determinations.** NOEC/LOEC and point estimates, as well as TST results can be used to determine permit compliance.

#### Features of the NPDES WET Spreadsheet

- ✓ Uses Microsoft Excel<sup>®</sup>, which is readily available on most computers
- ✓ Easy data entry
- ✓ Drop down menus for entering type of WET test and endpoint
- ✓ Runs all WET endpoint analyses using EPA WET test method flow charts (TSD analyses) as well as EPA's TST
- ✓ One-click output of data
- ✓ Graphical and tabular display of results
- ✓ Ability to easily print or save analysis results
- ✓ Runs Reasonable Potential (RP) analyses using either TSD or TST approaches and calculates permit limits using TSD procedures.

**For more information, contact:**

Laura Phillips, EPA HQ/OWM/WPD, (202) 564-0741, [phillips.laura@epa](mailto:phillips.laura@epa)  
Debra Denton, EPA R9, (916) 341-5520, [denton.debra@epa.gov](mailto:denton.debra@epa.gov)

<b>Facility</b>	<b>Order Number</b>	<b>Dilution for Ammonia acute objective</b>	<b>Dilution for Ammonia chronic objective</b>
Benicia	R2-2014-0023	29:1	52:1
Burlingame	R2-2013-0015	74:1	74:1
Calistoga	R2-2016-0018	3:1	6:1
Central Contra Costa SD	R2-2017-0009	34:1	44:1
Central Marin Sanitation Agency	R2-2018-0003	43:1	43:1
Crockett Community SD, Port Costa	R2-2013-0035	10:1	10:1
Delta Diablo	R2-2014-0030	61:1	345:1
EBDA	R2-2017-0016	79:1	79:1
East Bay MUD	R2-2015-0018	25:1	341:1
Marin County SD No. 5 Tiburon	R2-2013-0027	83:1	88:1
Marin County SD No. 5 Paradise Cove	R2-2016-0042	44:1	44:1
Millbrae	R2-2013-0037	74:1	74:1
Novato	R2-2015-0034	4.6:1	4.6:1
Pinole	R2-2012-0059	33:1	279:1
Rodeo Sanitary District	R2-2017-0034	33:1	279:1
City & County of SF SE	R2-2013-0029	51:1	231:1
San Francisco Intl. Airport	R2-2013-0011	74:1	74:1
San Mateo	R2-2013-0006	33:1	74:1
Sausalito Marin	R2-2012-0083	84:1	237:1
Sewerage Agency of Southern Marin	R2-2012-0094	83:1	88:1
Silicon Valley Clean Water	R2-2012-0062	34:1	176:1
South SF/San Bruno	R2-2014-0012	74:1	74:1
Treasure Island	R2-2015-0004	103:1	103:1
Valljeo	R2-2017-0035	26:1	26:1
West County Agency	R2-2013-0016	117:1	164:1

For some permits, the effluent limits for ammonia may not be based on the above dilution factors to avoid backsliding.





**B A C W A**  
**BAY AREA**  
**CLEAN WATER**  
**AGENCIES**



February 23, 2018

*Submitted via e-mail to [oceanlitterstrategy@resources.ca.gov](mailto:oceanlitterstrategy@resources.ca.gov)*

Ocean Litter Prevention Strategy Planning Team

Re: CASA and Coalition Comments on the revised draft California Ocean Litter Prevention Strategy

Ocean Litter Prevention Strategy Planning Team:

The California Association of Sanitation Agencies (CASA), Bay Area Clean Water Agencies (BACWA), and the Southern California Alliance of Publicly Owned Treatment Works (SCAP) (collectively referred to herein as "Wastewater Associations") appreciate the opportunity to comment on the Ocean Protection Council's (OPC) Revised Draft (January 22, 2018) of the "California Ocean Litter Prevention Strategy: Addressing Marine Debris from Source to Sea" (hereafter, "Draft Strategy").

For 60 years, CASA has been the leading voice for public wastewater agencies on regulatory, legislative and legal issues. CASA is an association of local agencies, engaged in advancing the recycling of wastewater into usable water, generation of renewable energy, and other valuable resources. Through these efforts CASA's members help create a clean and sustainable environment for Californians. BACWA is a joint powers agency whose members own and operate publicly owned treatment works (POTWs) and sanitary sewer systems that collectively provide sanitary services to over 7.1 million people in the nine-county San Francisco Bay (SF Bay) Area. SCAP represents over 80 public agencies providing water and wastewater service for 19 million people in 7 counties of southern California.

The Wastewater Associations support statewide and nationwide efforts to reduce ocean litter and marine debris, and the OPC's efforts to update the State's 2008 Ocean Litter Prevention Strategy.

The Wastewater Associations thank the OPC and the Ocean Litter Prevention Strategy Planning Team for their efforts to engage stakeholders and their support of science-based objectives to increase understanding of microplastics in the marine environment, and we appreciate the incorporation of the comments that we previously submitted in October 2017 and January 2018. We support the revised Draft Strategy, which takes a step-wise approach to achieving objectives by first developing robust monitoring methods, then a comprehensive research plan including characterizing microplastics' sources, pathways, concentrations, and risk assessment, followed by the identification of management actions to control sources as appropriate. This approach ensures that the objectives can be achieved using reliable data and conclusions.

The Wastewater Associations suggest the following adjustments to the Draft Strategy as listed below:

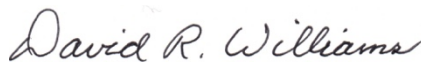


1. Under OPC Goal #2, Microplastics, Objective 2, the comprehensive research plan should engage experts nationally and internationally to the extent feasible, and incorporate research results in order to leverage resources and use the best available science.  
  
2. Once reliable monitoring methods have been established, convene scientists and experts to leverage national and international resources and knowledge where feasible, and to develop a comprehensive research plan by 2024 to characterize microplastics' sources, pathways, ambient concentrations, risk assessments, and impacts.
2. The Draft Strategy is organized into two sections including OPC priorities and stakeholder efforts. These sections should be integrated within the document where feasible. There is considerable overlap with microplastics in particular, and it is a bit confusing, as it reads as if these will be carried out as separate efforts.
3. We request that the OPC standardize the multiple listings of our participation. Within the Action Items, please replace each occurrence of CASA, BACWA, or SCAP with "CASA/BACWA/SCAP". We will collaborate to identify specific representatives of our organizations to participate in each Action Item, as appropriate.
4. Regarding OPC's three broad categories of priorities, for Microplastics and Microfibers, there is a statement that "Microplastics and microfibers are increasingly found in the marine environment" (p.24). The Wastewater Associations recommend that a supporting citation be provided, or the statement be clarified, as ongoing collaborative research does not seem to support a conclusion that loadings are increasing, but rather that loadings are very different depending on the area sampled. We recommend that the statement be modified as follows:
  - Microplastics and Microfibers: Microplastics and microfibers are of increasingly ~~found~~ concern in the marine environment and are ingested by marine organisms, including seafood species. These plastics are emerging as a concern for ocean health because they can physically block the digestive tracts of marine organisms, and chemicals associated with the plastic may be absorbed by marine organisms through ingestion.

The Wastewater Associations thank you for your consideration of these comments.



Adam D. Link  
Director of Government Affairs  
CASA



David R. Williams  
Executive Director  
BACWA



Steven C. Jepsen  
Executive Director  
SCAP



March 28, 2018

Sent via email to: [Diana.Messina@waterboards.ca.gov](mailto:Diana.Messina@waterboards.ca.gov) and [Gil.Vazquez@waterboards.ca.gov](mailto:Gil.Vazquez@waterboards.ca.gov)

State Water Resources Control Board  
1001 I Street  
Sacramento, CA 95814

**RE: Preliminary Suggestions of CASA, BACWA and SCAP on the Forthcoming Revisions to the SSS WDR**

Dear Ms. Messina and Mr. Vazquez:

The California Association of Sanitation Agencies (CASA), Bay Area Clean Water Agencies (BACWA), and the Southern California Alliance of Publicly Owned Treatment Works (SCAP) (collectively referred to herein as "Associations") appreciate the opportunity to comment on the forthcoming revisions to the Sanitary Sewer System Waste Discharge Requirements (SSS WDR).

For 60 years, CASA has been the leading voice for public wastewater agencies on regulatory, legislative and legal issues. CASA is an association of local agencies, engaged in advancing the recycling of wastewater into usable water, generation of renewable energy, and other valuable resources. Through these efforts CASA's members help create a clean and sustainable environment for Californians. BACWA is a joint powers agency whose members own and operate publicly owned treatment works (POTWs) and sanitary sewer systems that collectively provide sanitary services to over 7.1 million people in the nine-county San Francisco Bay (SF Bay) Area. SCAP represents over 80 public agencies providing water and wastewater service for 19 million people in 7 counties of southern California.

We appreciate State Water Board staff's outreach activities over the last several months, including the recent listening sessions as part of multiple CWEA workshops and attending the CASA Winter Conference to discuss the SSS WDR. We also appreciate the opportunity to weigh in on potential updates in advance of language being fully developed or released. We hope this early stakeholder engagement and participation will help produce a better end product that has a significant amount of buy-in from the regulated community.

Below are a number of issues and concepts that have been raised in recent months, and the Associations' collective thoughts and suggestions as it relates to their inclusion in the SSS WDR.

**Efficient and Effective Permitting**

We appreciate and support the State Water Board's efforts to make the newly reissued SSS WDR more efficient and effective while cutting unnecessary regulatory costs to the municipalities governed under the order. CASA is actively examining what requirements (or frequency of requirements) in the current WDRs do not provide value to sanitary sewer system management, and we should have more comprehensive thoughts on that issue as the stakeholder process moves forward. In general, we support the increased use of templates, examples, and models

for various reports and requirements. The increased use of templates could be beneficial to many public collection system agencies, and SSMP-focused workshops and the Data Review Group CIWQS training efforts can be particularly helpful for smaller agencies. In an April 2017 letter to State Water Board staff, CASA suggested that the Water Board reexamine and clarify requirements related to the SSMP change log, the use of the pre-inspection questionnaire, and the SSO recordkeeping checklist among others. We appreciate this is being considered as part of the update, and we look forward to working with Water Board staff on modifications that will improve the clarity, efficiency and effectiveness of these regulations.

One additional item that has been raised in this context is the concept that the SSS WDR should be used to garner increased local elected official attention to collection system issues, or as a motivator to increase collection system budgets. The Associations believe that the SSS WDR is not the appropriate tool for this purpose. Additional requirements placed on some systems, while in unique circumstances may have been a catalyst for additional funding and improved system outcomes, are not a strategy that we would generally support as part of a statewide order applicable to all systems. Increasing the burdens on all permittees so that a few underperforming agencies have justification to get the financial resources to improve system outcomes is not an efficient use of the SSS WDR or local agency resources. However, we welcome the opportunity to work with State Water Board staff to find other ways to assist underperforming systems as well as small and/or disadvantaged communities.

### **De Minimus Threshold**

There has been a significant amount of discussion regarding the establishment of a “de minimus” spill reporting threshold and either reducing or eliminating some reporting requirements for overflows that fall below that threshold. The establishment of a de minimus gallon threshold (and/or set of criteria) below which reporting is not required (or is required far less frequently) is probably the single greatest efficiency that could be built into a revised SSS WDR.

Our initial analysis of the CIWQS system flat files shows that roughly 35% of all reported overflows are less than 10 gallons in size, and approximately 50% of all reported overflows are less than 50 gallons in size. Below is a table summary of data pulled from the CIWQS flat file. A significant number of these overflows never reach waters, and many are fully recovered by the agency. In addition, Category 3 SSOs (essentially the “catch all” category under the existing SSS WDR and MRP) represent more than 80% of all overflows reported. As State Water Board staff is aware, reporting each of these smaller overflows takes a significant amount of time and energy, and very often that work is being done when the underlying incident has had no impact on public health or the environment.

<b><u>Volume Range</u></b>	<b><u>SSOs</u></b>	<b><u>Percentages</u></b>	<b><u>Summary</u></b>
0 to 10	18,752	36.5%	50% of All Reported Overflows Are Less than 50 Gallons
11 to 49	7,937	15.5%	
50 to 99	5,603	10.9%	90% of All Reported Overflows are Less Than 1000 Gallons
100 to 999	13,915	27.1%	
>1000	5,163	10.1%	
Totals	51,370	100.0%	

<b><u>Volume Range</u></b>	<b><u>SSOs</u></b>	<b><u>Volumes</u></b>	<b><u>Percent (Volume)</u></b>	<b><u>Summary</u></b>
0 to 10	18,752	83,281	0.03%	Only 0.11% of All Volume Is From Overflows of Less Than 50 Gallons
11 to 49	7,937	247,279	0.08%	
50 to 99	5,603	348,896	0.12%	
100 to 999	13,915	4,689,647	1.55%	98% of All Volume Is From Category 1 Overflows
>1000	5,163	296,220,804	98.22%	
Totals	51,370	301,589,907	100.00%	

We would appreciate the opportunity to work with State Water Board staff to refine this analysis, and if the results are substantially similar to our initial examination of spill size and frequency, the State Water Board should consider setting the de minimus threshold at this 50 gallon level. These overflows of 50 gallon or less represent approximately one tenth of one percent of spill volume statewide, yet constitute 50% of the reporting required under the SSS WDR. Through further stakeholder efforts we can refine what it means for a spill to be “de minimus” and what the best methods for modifying the attendant reporting obligations might be. We strongly recommend that the large SSO and collection system data now available in CIWQS be used to drive modifications to the SSS WDR reporting requirements.

### **Regulation of Private Systems**

State Water Board staff have indicated they could consider adding the regulation of larger private collection systems to the reissued WDRs. Examples given include private homeowner associations, industrial parks, or other similarly situated facilities. Our assumption is that “private systems” is limited to these types of larger community facilities for purposes of this discussion. Because the Associations generally represent public agency collection systems and POTWs, we do not have a strong recommendation as to whether certain categories of private collection systems should be incorporated into the SSS WDR, nor the types of requirements that should be placed on those facilities if they are incorporated.

However, if the State Water Board pursues the inclusion of these types of private systems, we want to ensure that public agencies are not burdened with additional reporting or enforcement responsibilities as it relates to those newly included systems. Any new regulation must require the compliance and reporting be the responsibility of the homeowners association, large industrial complex or the underlying property owner. In addition, these privately owned systems should not be considered “satellites” of existing public collection systems, and the attendant burden of inspection or regulation of those private facilities should not fall on the local sanitation agency where those facilities are geographically located. If identifying the differences between these private facilities and public collection systems proves difficult, the State Water Board may want to consider a separate and distinct order to govern these types of facilities, though the Associations take no position on that particular approach.

### **Climate Change Considerations**

We understand that the State Water Board feels compelled to address climate change in some manner through the SSS WDR, consistent with the Climate Change Resolution adopted in Order No. 2017-0012. CASA and the other Associations are actively engaged on issues related to climate change mitigation and adaptation, and closely tracking how climate change is incorporated into individual permits and WDRs at the state and regional level.

In the context of the SSS WDR, the primary question seems to be how (or whether) the SSMPs or audits required under the SSS WDR should incorporate system, operation, or maintenance modifications necessary to address recent or future impacts of climate change. Some examples of impacts from climate change provided include lower flows (which can lead to solids build-up, root intrusions, increased odors, etc.), increased likelihood of overflows due to higher intensity rain events, and sea level rise in coastal communities.

Several agencies have observed secondary effects of climate change already (for example, decreased flows and attendant collection system problems as a result of water conservation and drought, which itself may be a result of climate change). We anticipate if storm events become more severe in the future as a result of climate change, this too would impact collection systems. The Associations would be happy to provide additional information from various research efforts in this area that we have participated in or that are currently ongoing. However, one thing we have learned is that each circumstance is very different, and a broad or universal requirement for climate change analysis is not likely to be productive or effective. One suggestion that State Water Board staff could explore is for climate change to be examined on an agency specific basis as part of the System Evaluation and Capacity Assurance Plan (SECAP) already in place under the SSMP (Item #8). An expanded discussion of how systems operate given changing climactic conditions within this existing mechanism would likely be appropriate and could be sufficiently flexible and tailored to a local agency's circumstances. Another option would be a simple requirement for the issue to be addressed more generally in a sewer system master plan or similar document.

However, the Associations would be concerned with any requirement pertaining to climate change that is too prescriptive. Since each agency will have unique issues dependent upon its location, size, and a variety of other factors, flexibility in level of detail for analysis is crucial. There should also be some consideration of analyses and documents that have already been developed or are being developed by agencies covered under the SSS WDR. Many agencies have developed or are developing responses to climate change as part of other regulatory requirements or as a proactive measure, and we would not want any efforts under the SSS WDR to be duplicative or additive to what an agency has already developed in regard to climate change. This is particularly relevant as it relates to issues that are far broader than collection systems (e.g. sea level rise) that are often being examined on a regional or watershed basis.

We look forward to working with Water Board staff to craft a flexible solution that adequately incorporates climate change considerations into the SSS WDR but does not duplicate efforts already underway.

### **Audit Schedule**

The Associations generally support proposed changes to the audit requirement that would move the audit to a specified period of time prior to the renewal of the SSMP. This is one of the items that CASA raised in its letter from April of 2017, where we highlighted that the existing language results in a year six audit for Enrollees coming just one year after the last SSMP re-adoption, an inefficient use of resources. In presentations it has been suggested that the audit instead occur 6 months prior to SSMP renewal, though some agencies are concerned this is an insufficient amount of time to perform a complete audit and suggest one year prior to SSMP renewal would be more appropriate. Because we represent a diverse array of agency sizes and capabilities, some of these options may be better for some than others, but in general we support a reduced audit requirement that better aligns with SSMP governing board renewal and adoption. The specific timing of this is something we can work through as stakeholder outreach occurs. We are also comfortable with the suggestion that the final audit report be certified by the agency's legally responsible official (LRO). We would also ask that the State develop general guidelines as it relates to the final audit report as there clearly is a significant diversity in opinion among the hundreds of agencies across the State as to what constitutes an acceptable final audit report.

### **Better QA/QC Protocol for CIWQS Data**

The accuracy and reliability of data in California Integrated Water Quality System (CIWQS) has been a significant issue for the wastewater community in recent years. We appreciate that the Data Review Group (DRG) has been reconstituted and has been meeting regularly for several months to resolve some of these issues for the future. Many Association members are participating in that group and providing feedback on a regular basis. We look forward to identifying additional areas for improvements to the CIWQS system going forward as part of the SSS WDR. We also believe that going forward the significant data in the SSO related files should be used to inform regulatory needs.

### **Certification Issues**


There has been some discussion surrounding the need for certification of collection system staff covered under the SSS WDR. Certification issues are typically handled through our fellow association, the California Water Environment Association (CWEA), though to the extent additional certification requirements may make it difficult to hire or retain adequate personnel to operate and maintain collection systems, we would have some concern about how such requirements are structured. The Associations look forward to hearing what State Water Board staff was considering in this regard and we can then formulate an appropriate position through the stakeholder process. We do recommend that if the State decides to move forward with collection system certification that this be implemented in a similar fashion to the treatment plant certification program in the past (i.e. a phased in program).

### **Streamlining Reporting**

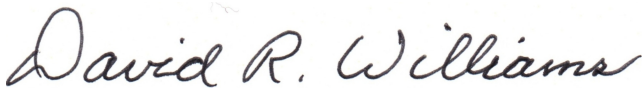
The Associations support streamlined spill reporting and notification, and look forward to working with State Water Board staff on various ways to make the reporting process more efficient and effective. One suggestion that has been raised is to modify the criteria for a "Category 1" spill that is fully recovered. Currently any spill that reaches waters is considered Category 1, regardless of size or whether the spill was entirely recovered. For example, if a small spill were to go to a concrete drainage channel, asphaltic concrete lined channel, culvert or pipeline that would eventually make its way to waters, that spill would automatically be categorized as "Category 1", even if the full amount of the spill was completely recovered and cleaned up before ever actually reaching waters or having any environmental impact. Requiring the heightened reporting requirements associated with Category 1 for these fully recovered overflows is not an efficient use of local agency resources. As noted above, even reporting very small overflows that have no impact on human health or the environment can result in significant staff time and energy. Modifying this requirement would be a straightforward way to streamline reporting without any impact on public health or the environment. We will also work to develop additional specific suggestions on streamlining reporting, and perhaps integrate them into the discussion of a "de minimus" threshold as described above.

Thank you for your consideration of our comments. If you have any follow up questions or comments please feel free to reach out to me directly at [alink@casaweb.org](mailto:alink@casaweb.org) or (916) 446-0388.

Sincerely,



Adam D. Link  
Director of Government Affairs, CASA



Dave Williams, BACWA



Steve Jepsen, SCAP

cc: Jim Fischer, Office of Enforcement

		<b>5 YEAR PLAN - Presented at Pardee 2017; +\$200k/yr for FY 18 &amp; 19; \$2.2M/yr FY 20-24</b>								
			<b>2018 Adopted Budget</b>	<b>2018 Projected Actual</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
<b>REVENUES</b>										
	Dues	Principals' Contributions	\$487,095	\$487,095	\$496,837	\$506,774	\$516,909	\$527,247	\$537,792	\$548,548
		Assoc. & Aff. Contributions	\$178,573	\$178,573	\$182,144	\$185,787	\$189,503	\$193,293	\$197,159	\$201,102
	Fees	Clean Bay Collaborative Fee	\$675,000	\$675,000	\$675,000	\$675,000	\$675,000	\$675,000	\$675,000	\$675,000
		Nutrient Surcharge	\$800,000	\$800,000	\$800,000	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000
		Member Voluntary Nutrient Contributions	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0
	Other Receipts	Other Receipts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Non-BACWA AIR	\$6,477	\$6,477	\$6,800	\$7,140	\$7,497	\$7,872	\$8,265	\$8,679
		Non-BACWA BAPPG Fee	\$3,774	\$3,774	\$3,800	\$3,876	\$3,954	\$4,033	\$4,113	\$4,196
		Other	\$0	\$0						
	Fund Transfer	Special Program Admin Fees (WOT)	\$2,550	\$2,550	\$5,000	\$5,100	\$5,202	\$5,306	\$5,412	\$5,520
	Investment Income	LAIF	\$12,000	\$12,000	\$20,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000
		Higher Yield Investments	\$10,000	\$10,000	\$9,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
<b>TOTAL REVENUES</b>		<b>Total</b>	<b>\$2,205,469</b>	<b>\$2,205,469</b>	<b>\$2,198,581</b>	<b>\$3,105,677</b>	<b>\$3,120,065</b>	<b>\$3,134,751</b>	<b>\$3,149,742</b>	<b>\$3,165,045</b>
<b>EXPENSES</b>										
	Labor		\$400,411	\$400,411	\$412,023	\$424,384	\$437,115	\$450,229	\$463,736	\$477,648
	Administration		\$58,300	\$58,300	\$59,466	\$60,655	\$61,868	\$63,106	\$64,368	\$65,655
	Meetings		\$23,500	\$23,500	\$23,970	\$24,449	\$24,938	\$25,437	\$25,946	\$26,465
	Communication		\$6,250	\$6,250	\$6,950	\$7,089	\$7,231	\$7,375	\$7,523	\$7,673
	Legal		\$4,600	\$4,600	\$4,692	\$4,786	\$4,882	\$4,979	\$5,079	\$5,180
	Committees		\$206,300	\$206,300	\$217,900	\$222,258	\$226,703	\$231,237	\$235,862	\$240,579
	Collaboratives		\$21,500	\$21,500	\$42,500	\$43,350	\$44,217	\$45,101	\$46,003	\$46,923
	Other Unbudgeted Items				\$0	\$0	\$0	\$0	\$0	\$0
	Technical Support	Nutrients								
		Permit Requirement for Studies	\$880,000	\$1,080,000	\$1,080,000	\$2,200,000	\$2,200,000	\$2,200,000	\$2,200,000	\$2,200,000
		Additional Work Under Permit	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
		Optimization / Upgrade Studies	\$372,298	\$347,298	\$25,000	\$0	\$0	\$0	\$0	\$0
		Regional Study on Non-Grey Scape	\$0	\$0	\$0	\$150,000	\$100,000	\$100,000	\$100,000	\$50,000
		Nutrient Program Coordination	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0
		Member Voluntary Contributions	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0
		Nutrient Workshops			\$20,000					
		General Tech Support	\$50,000	\$50,000	\$51,000	\$52,020	\$53,060	\$54,122	\$55,204	\$56,308
		Risk Reduction	\$0	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
	Total Technical Support		\$1,482,298	\$1,657,298	\$1,286,000	\$2,512,020	\$2,463,060	\$2,464,122	\$2,465,204	\$2,416,308
<b>TOTAL EXPENSES</b>			<b>\$2,203,159</b>	<b>\$2,378,159</b>	<b>\$2,053,501</b>	<b>\$3,298,991</b>	<b>\$3,270,015</b>	<b>\$3,291,586</b>	<b>\$3,313,720</b>	<b>\$3,286,432</b>
<b>NET INCOME BEFORE TRANSFERS</b>			<b>\$2,310</b>	<b>(\$172,690)</b>	<b>\$145,080</b>	<b>(\$193,314)</b>	<b>(\$149,950)</b>	<b>(\$156,835)</b>	<b>(\$163,978)</b>	<b>(\$121,387)</b>
<b>TRANSFERS TO(+)/FROM(-) RESERVES</b>			<b>\$2,310</b>	<b>\$172,690</b>	<b>\$145,080</b>	<b>\$193,314</b>	<b>\$149,950</b>	<b>\$156,835</b>	<b>\$163,978</b>	<b>\$121,387</b>
<b>RESERVES</b>										
	Operating Target	\$160,000								
	Legal Target	\$300,000								
	CBC Target	\$400,000								
	Target Reserves	\$860,000								
	Total Reserves at End of FY 17	\$2,733,008								
	Excess Reserves End of FY	\$1,873,008	\$1,875,318	\$1,700,318	\$1,845,398	\$1,652,084	\$1,502,134	\$1,345,298	\$1,181,320	\$1,059,933





## 2018 BACWA EXECUTIVE BOARD REGULAR MONTHLY MEETING SCHEDULE

DATE	TIME	LOCATION
January 19, 2018 <i>(Annual Member Meeting – no regular Board meeting in January)</i>	8:30 – 3:30	Scottish Rite Center 1547 Lakeside Dr. 3 <sup>rd</sup> Flr. Oakland, CA
February 16, 2018	9:00 – 12:30	SFPUC, Hetch Hetchy Room
March 16, 2018	9:00 – 12:30	EBMUD HQ, 2 <sup>nd</sup> Floor Large Training Room
April 20, 2018	9:00 – 12:30	SFPUC, Hetch Hetchy Room
May 18, 2018	9:00 – 12:30	EBMUD HQ, 2 <sup>nd</sup> Floor Large Training Room
June 15, 2018	9:00 – 12:30	SFPUC, Hetch Hetchy Room
July 20, 2018	9:00 – 12:30	EBMUD HQ, 2 <sup>nd</sup> Floor Large Training Room
August 17, 2018	9:00 – 12:30	SFPUC, Hetch Hetchy Room
September 21, 2018 <i>(Short Regular Board Meeting – Pre-Pardee Tech Seminar)</i>	8:30 – 8:45 9:00 – 4:00	EBMUD HQ, 2 <sup>nd</sup> Floor Large Training Room
October 25-26, 2018 (Tentative) <i>(Pardee Tech Seminar – no regular Board meeting in October)</i>	TBA	EBMUD Pardee Reservoir Facility
November 16, 2018	9:00 – 12:30	SFPUC, Hetch Hetchy Room
December 21, 2018 <i>(Holiday &amp; Committee Leadership Appreciation Lunch)</i>	9:00 – 12:30 12:30 – 2:00	EBMUD HQ, 2 <sup>nd</sup> Floor Large Training Room

### 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

**Joint meeting with BACWA, BAAQMD staff, and SF Regional Water Board staff**

**Preliminary Draft Agenda**

**Location and date tbd**

1. Introductions
2. Overview of Cross-media issues – BACWA
  - a. Increased water treatment standards and energy use
  - b. Greenhouse gas mitigation and increased TAC emissions
  - c. Waste-to-energy programs and nutrient emissions
  - d. Biosolids diversion
  - e. Importance of innovative technologies
3. Major drivers in air regulations – BAAQMD staff
  - a. TAC Reduction (Rule 11-18, etc.)
  - b. Methane reduction
4. Water Board initiatives with impacts on air regulations
  - a. Major water quality issues being managed by the Regional Water Board
  - b. Nutrient watershed permit, including support for the science and optimization/upgrade studies
  - c. State Water Board 2017 Climate Change resolution
5. Solutions for greatest environmental benefit – all
  - a. Timely air permits for treatment plant upgrades
  - b. Consideration for greatest environmental and public benefit built into rulemaking
  - c. Streamlined permitting for pilot projects

**Adjourn**



## — BACWA ARLEEN NAVARRET AWARD —

Every two years, BACWA solicits nominations from our members for candidates for the Arleen Navarret Award. This Award honors the memory of a past leader of BACWA, Arleen Navarret, who we lost in 2012 after a long battle with cancer. Throughout her illness Arleen maintained the incredible grace and dignity that were her hallmarks. Known for her hard work, big heart, and integrity, Arleen's expertise and her accomplishments with the SFPUC and as a leader in BACWA inspired us all. The award of \$1,000, to be used for professional development, was created in honor of Arleen and her dedication to improving the health of the San Francisco Bay.



A biologist by training, Arleen began her career with the City in 1982 as a Water Quality Chemist, later becoming the City's first Senior Marine Biologist, Supervising Biologist, and finally the Regulatory Manager for the Wastewater Enterprise. During that career Arleen provided invaluable service to BACWA through her leadership on BACWA's Committees and later as a member of the BACWA Board of Directors. She had that unique combination of technical and regulatory expertise coupled with interpersonal skills that resulted in success as she represented the BACWA membership on many initiatives. Her development of effective relationships with regulators and community-based non-profits resulted in the development of more thoughtful and effective water quality regulations.

This biennial award honors emerging leaders in the BACWA community who exhibit all traits possessed by former BACWA Chair, Arleen Navarret.

- Leadership in the workplace and wastewater community
- Commitment to environmental protection

- Mentorship of and compassion for others
- Technical expertise
- Ability to communicate effectively with a myriad of people, and
- Exemplary public service.

## PAST WINNERS OF THE ARLEEN NAVARRET AWARD

2018 – Leah Walker, City of Petaluma



2016 – Karri Ving, SFPUC



2014 – Amanda Roa, Delta Diablo



2012 – Rosey Jencks, SFPUC

[Edit](#)

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# AIR Committee— Report to BACWA Board

AIR Committee Meeting on: 3/14/18  
Executive Board Meeting Date: 4/20/18  
Committee Co-Chairs: Nohemy Revilla and Randy Schmidt

## Committee Request for Board Action: None

15 attendees (including 5 on phone) representing 7 member agencies.

Sarah Deslauriers and Courtney Mizutani provided the [regulatory update presentation](#). Key topics from the meeting and since are below:

### Greenhouse Gas Updates

1. [SB 1383](#) Short Lived Climate Pollutant (SLCP) [Reduction Strategy](#) Implementation was discussed. CASA continues to discuss updates to the [draft regulation](#) with [CalRecycle](#) (author) - need to address markets for the beneficial use of biosolids and biogas. CalRecycle may include land application of biosolids as a viable means of recycling. Limitations in the form of County ordinances will need to be addressed. CPUC is planning to consider changes to standards in support of in-State biogas production and use via pipeline injection. The next draft of the regulation is scheduled to be released at the end of April, with workshops on May 7th (Carlsbad) and May 8th (Sacramento). The regulation is scheduled for adoption by the end of 2018.
2. **BAAQMD continues to work on its Basin-Wide Methane Strategy.** Since [AB 398](#) prevents air districts from adopting or implementing an emissions reduction rule for CO<sub>2</sub>, BAAQMD is focusing its efforts on controlling methane emissions. BACWA representatives attended a March 8th stakeholder meeting to discuss the Bay Area methane inventory (3% of the state's methane) and development of new rules related to methane leaks, compost operations, and anaerobic digestion. BACWA member agencies agreed to provide information regarding maintenance of anaerobic digesters to help BAAQMD staff understand the process and relative contribution of POTW methane emissions. Rule development for wastewater/anaerobic digestion could begin in 2019 (following rule development for [Significant Methane Releases](#) and Composting and Organic Waste Operations). Workshops for the rule will be conducted in the near future. The Committee also discussed drafting a Best Management Practices document on digester gas venting for BAAQMD's consideration in time for the Annual BACWA AIR-BAAQMD meeting this summer.
3. [AB 617](#) requires the CA Air Resources Board to develop a statewide system to annually report non-vehicular (stationary source) emissions. A draft [Community Air Protection Program concept paper](#) was released February 7th outlining the approach the state will take to reduce exposure in communities most impacted by air pollution. At the same time, CARB has generated an [Air Pollution Mapping Tool](#) that appears to be the online (publically available) reporting system that CARB may use to support annual reporting. Check if your facility is already mapped - if so, check the data to ensure it is accurate!

### BAAQMD Rule Updates

1. BAAQMD is drafting a [Rule 11-18 Implementation Procedure](#) document that will provide guidance to BAAQMD staff, as well as the regulated community. BAAQMD staff indicated that the earliest they would work on POTWs is likely summer of 2019. BACWA member agencies should take the time to update their emission inventories (i.e., influent flow and concentration data) as BAAQMD invoices are being paid. This could reduce both the invoice amount (since fees are partially based on emissions), as well as reduce the prioritization score under Rule 11-18. Work with your permit engineer to understand the basis of the emission calculation for your plant. At the March 19th Stationary Source Control Committee, the Air Pollution Control Officer announced that there will be a Rule 11-18 Implementation Stakeholder Committee established in May 2018.
2. **OSHA's Health Effects Advisory Committee (HEAC)** has been discussing lowering the Permissible Exposure Limit (PEL) for hydrogen sulfide from 10 ppm to 5 ppm (originally considered lowering it to 1 ppm). BACWA signed on to a letter in support of this change. The HEAC recommended lowering the PEL value to 5 ppm to CalOSHA. It is now up to CalOSHA to make a formal recommendation. If CalOSHA makes a formal recommendation to lower the PEL, there will be a public comment period (including public hearings) as part of [OSHA's rulemaking process](#).

**San Jose-Santa Clara RWF BAAQMD ATC Permitting Process: Cogeneration Project**

Jason Nettleton [presented](#) the RWF's experience with obtaining an Authority to Construct (ATC) permit for an upcoming cogeneration project consisting of four 3.5 MW GenSets (plus a fifth future unit) and two 12.5 MBH boilers (plus space for a third unit).

The RWF had a pre-application meeting with BAAQMD in November 2016 and submitted the ATC application in May 2017. BAAQMD deemed the application complete in August 2017 and subsequently made the first request for additional cost information for their BACT analysis. A BACT determination was made and draft permit conditions were issued in November 2017, then BAAQMD requested multiple revisions to the emissions inventory in January of 2018. BAAQMD required offsets be purchased prior to ATC permit issuance. The ATC permit is still pending.

**Lessons Learned:** BAAQMD permitting process is slow; recent precedent can be misleading; nothing is final until the permit is issued (guidance can change, staff decisions may be overruled by management, etc.); meetings and management contact can help.

**Tour:** Committee members were invited to participate in a tour of the San Jose Zerowaste facility that produces energy from food waste.

**Next Meeting:** The next meeting (and tour) will be scheduled for early June. The annual meeting with BAAQMD staff will be held August 6.

**29 participants representing 16 member agencies**  
**Committee Notes are available [online](#).**

### ***Regional Water Board Update***

Debbie Phan is currently reviewing last year's P2 reports.

### ***OWOW Presentation***

Debi Tidd, Suzanne Bontempo, and Annie Joseph from Our Water Our World gave a [presentation](#) describing their strategy for delivering safer pesticide messaging to consumers shopping at Home Depot. They also shared their [Home Depot Associate Training](#). They have provided 124 store trainings and reached 1,017 employees. They discussed OWOW labeling for products that are considered good alternatives to some pesticides, as they are less harmful to beneficial organisms in the environment. They provided attendees with a folder of the educational material that they provide to stores.

### ***Project Updates***

**O'Rorke-** Univision failed to run the spots that were paid for, however they have made it up to BAPPG. Rather than running the 120 streaming spots which were of much lower value, they will run a week of 25 traditional radio spots valued at \$2,550.

**Stephanie Hughes** – Stephanie provided a presentation for the San Francisco Veterinary Medical Association on fipronil messaging. It was generally well-received by the participants and some of the participants have followed up with Stephanie to provide feedback. Stephanie will incorporate their feedback in the messaging that is developed.

**Kelly Moran** – Dr. Moran is developing more pesticides comment letters.

### ***Next meetings***

The June meeting will feature a four-hour training on community-based social marketing.

### ***Budget***

The committee budget is \$78,938, or approximately 79%, spent. The committee would like to move \$3K from the O'Rorke contract to Stephanie Hughes' FY18 contract to continue with the flea control messaging work.

### ***Committee Support Update***

Following review of the submissions in response to the RFQs, the selection committee chose to negotiate contracts with O'Rorke for Public Outreach and Education, Stephanie Hughes for Professional Training and Technical Support, and TDC Environmental (Kelly Moran) for Pesticides Support.

### ***BAPPG Leadership***

Doug Dattawalker requested volunteers from the committee to participate in the BAPPG leadership. Leadership terms are one year and the Chair and Vice-Chair positions are available. The positions are strongly supported by previous Chairs. Those interested in a leadership position with the BAPPG should contact Doug for more information.

### **Next BAPPG Meeting**

#### **BAPPG General Meeting**

June 6, 2017: 9:00am-1:00pm  
 1515 Clay Street, Second Floor, Room 2  
 Oakland, CA



**Committee Request for Board Action: None****28 attendees representing 15 member agencies****SSS WDR Reissuance**

The State Water Board plans to update and reissue the SSS WDR in 2018. The Collection Systems Committee formed a workgroup and held a conference call to develop a position on the items about which the State Water Board is requesting input. The outcome of the call were the following points:

- In favor of new proposed new audit schedule
- There should be a new category for de minimis reporting
- Neutral on private systems, but if implemented, then phased in over time. There should not be any new reporting or enforcement requirements imposed on public agencies
- Climate change reporting should be discussed into System Evaluation and Capacity Assurance Plans
- Clarity is needed on 5-year records retention requirement
- Development of QA/QC assurance protocol needed for CIWQS data

The workgroup submitted their comments to CASA, where they were incorporated into a joint [comment letter](#) that was submitted to the State Water Board. There will be the opportunity as this process moves forward to proposed specific changes to the language in the SSS WDR.

**Lani Good, West Yost, “Uncovering Sewer Laterals”**

This [presentation](#) discussed the “Lateral Strategy Toolbox”, covering the successes and challenges of several agencies, and ways to maximize the benefits of improving laterals - while balancing the corresponding impacts to agencies’ resources and ratepayers. The presentation was followed by a discussion about institutional hurdles, such as different jurisdictions’ ordinances on the boundary between agency and homeowner responsibility for lateral maintenance/repair, and lack of political will to enforce against inflow.

**Other news:**

DKF Solutions will be holding a series of [trainings](#) on SSMP audits.

**Next Collection System Committee Meeting**

The next committee meeting will be held on May 24, 2018 at the Alameda Public Works offices.

**Committee Request for Board Action:** None

**PCBs Analysis by EPA 1668C and CIWQS Reporting:**

Since the watershed permit required reporting PCB congeners through CIWQS, there were many questions regarding qualifiers, co-eluters and the special detection related terminologies applicable to HRGCMS. Brad Silverbush, laboratory manager for Frontier Analytical, a specialty laboratory for PCB congener analysis, was invited to give a presentation to explain these cases. The presentation was well-attended by BACWA members and RWQCB staff. At the end of the presentation the members and regulators were in agreement with the reporting solution proposed by Brad.

***Some highlights of the presentation:***

The RWQCB order contains ML/RL in the range of 50 -200 pg/L; the method ML/RL range is around 20 pg/L. The mercury and PCB watershed permit refers to Sample Specific Detection Limit (SSDL) which is also referred to as Estimated Detection Limit (EDL). Frontier laboratory conducts MDL study based on 40 CFR 136 requirements. However, this is a statistically derived value. Method 1668C calls C13 isotope internal standard. The laboratory also uses recover standards and clean-up surrogate to monitor efficiency of the various sample processing steps. Frontier uses the method recommended DBIMS column which provides the best resolution of the congeners with minimal co-elution.

Terms such as Detection Limit (DL), Estimated Detection Limit (EDL) and Limit of Detection (LOD) are frequently used interchangeably. For method 1668C it is important to note that EDL is specific for analyte and sample. Instrument noise, matrix, and chemical noise impact the EDL. A positive detection is assumed when signal to noise ratio is at or above 2.5.

The suggested solution for reporting through CIWQS is to change the MDL column to read MDL/EDL. RWQCB staff present agreed with the approach and suggested that agencies can attach a PDF copy of report as well. Upon request, Frontier will provide a spreadsheet uploadable to CIWQS and they always include a PDF report.

**Report back from ELTAC meeting:**

- The last Environmental Laboratory Technical Advisory Committee (ELTAC) meeting took place on March 28. ELTAC members reported some of the highlights:
- ELAP reported that draft regulation will be available by June.
- ELAP reported that they were pleased with NV5 conducting audit, in their technical skills and rate of progress.
- NV5 is only auditing drinking water laboratories and ELAP staff are auditing wastewater labs.
- NV5 lead audits are taking much longer than ELAP audits and they are based on Drinking Water Laboratory Certification Manual. While this is not part of the regulations, suggestions and recommendations in the manual are being interpreted as requirement by NV5 auditors. These audit reports are not being made public.

- ELAP is issuing interim certificates. Members were encouraged to follow-up with ELAP before the interim certificate expires.
- The requirements for Professional Testing (PT) samples continue to evolve. ELAP changes matrix requirements for PTs which is not communicated to laboratories, or communicated after certification renewal due dates are past.

### **Agency Audits**

- SFPUC, City of Palo Alto, City of San Mateo and CCCSD were audited by ELAP for bioassay. CCCSD reported that the auditor informed them that under the new management directive, he is required to write findings. Auditor cited 6 findings of which 2 were his opinion, 2 were 'should' and two were method requirements.
- City of Palo Alto laboratory was audited by Santa Clara County safety. One of audit recommendations was to consider the container setup to collect effluent from ICP as a 'satellite collection' and label accordingly and follow the maximum 90 days requirement. Auditors also asked to see training records for sample neutralization and disposal.

### **Upcoming meetings, conferences, etc.:**

- CWEA annual conference @ Sacramento – April 17-20, 2018

**Committee Request for Board Action: None**

**24 Participants representing 13 member agencies**

**Upcoming Permits**

**May – San Mateo** – They have not requested permission to blend this permit cycle. There is new language being introduced into theirs and other permits about anaerobic digestion (new language underlined): *“The California Department of Resources Recycling and Recovery has proposed to exclude POTWs from Process Facility/Transfer Station permit requirements when the same activities are regulated under WDRs or NPDES permits. The proposed exclusion is restricted to anaerobically-digestible materials that have been prescreened, slurried, processed, and conveyed in a closed system for co-digestion with regular sewage sludge.”* BACWA clarified with the Regional Water Board that this new language is not intended to change operations with respect to waste processing.

**June – Sausalito** – No issues, satellite agencies have not been included in permit. There is new language for bacterial indicators as follows: *“There is reasonable potential for enterococcus bacteria because the Discharger discharges treated wastewater to Central San Francisco Bay,”* whereas previously the Permit had just referenced the Basin Plan Table 4.2A as the basis for effluent limits. The committee would like to submit comments recommending that if the SIP is to be used to assign reasonable potential, then WQBELs should be calculated based on the SIP method, including dilution credit.

**Burlingame** – No issues, satellite agencies have not been included in permit.

**Wetlands Permitting**

Naomi Feger (RWB), and Ian Wren (Baykeeper/SFEI) attended the discussion about the Wetlands Case study [draft document](#). This effort was funded by a \$90K grant from EPA, and was the first work product looking at the topic. SFEP is a co-grantee with the Regional Water Board and is interested in CECs in wetlands. The committee has reviewed the document and identified several errors in the wetlands case studies. There is also a project in Palo Alto that is missing. The agencies described in the report will provide comments directly to Naomi within the next two weeks. According to the RWB, the major ways to get a shallow water discharge prohibition is demonstrate either equivalent protection, or next environmental benefit. The key issue is how to codify the demonstration of these principals. For example, if a wetlands management plan could be a part of the demonstration of equivalent protection, but what would be included, and where would be the point of compliance for discharge? The committee agreed that it is important to get information about what kind of projects agencies would like to do, and then figure out regulatory approaches. BACWA will work with their members to collect this information. Additionally, further consideration of wetlands is likely to be part of the Regional Study that will be part of the second nutrient watershed permit.

**Regional Water Board PSL Survey**

The RWB is soliciting updated information via survey on which agencies have Private Sewer Lateral Ordinances. They would like to give agencies with ordinances additional latitude when considering enforcement actions.

**Mercury methods for influent and biosolids**

The ultraclean mercury method that is required in permits is generally not suitable for influent or biosolids because it is impossible to get a clean equipment blank. BACWA will discuss with the Regional Water Board to either move the method footnote to indicate that the method applies to just effluent, and not influent and biosolids, or to update a possible error that would allow other methods when samples are over 10 ng/l, as opposed to 10 µg/l, as currently written. One agency got a letter from the Water board exempting them from having to use the ultraclean method for influent and biosolids.

**Nutrients**

- a. *Optimization/Upgrade Studies* – several agencies have not yet received their final reports. At the CMG call on 4/13, BACWA will ask for an update on the status of the reports and the certification letters.
- b. *NST meeting* – The Nutrient Strategy Team met on March 15 to discuss elements of the second watershed permit - the Regional Study as well as concepts for encouraging early actions and reducing the risk of agencies that plan to implement Capital Projects to reduce nutrients. There was not consensus on the credit banking issue, and will meet again in a few weeks to continue the discussion. There was not time during the meeting to discuss the Regional Study.
- c. *Sea Level Rise* – Per the State Water Board Climate Change Resolution of 2017, Regional Water Boards are to work with the Division of Water Quality to propose how climate change may be incorporated into permits. Region 2 staff have stated that they plan to show what is already being done, so the Sea Level Rise memo

developed as part of the Nutrient Watershed Permit will likely be used for this purpose. Sea Level Rise/Climate Change planning will also be part of the revised SSS WDR.

#### **CECs**

- a. *BACWA White Paper on CECs participation*- BACWA is developing a White Paper detailing POTW participation in RMP studies. This will be provided to the Water Boards to demonstrate that Region 2 has a robust CECs program, where POTWs participate in studies when needed. The alternative would be requirements for monitoring from the State Water Board.
- b. RMP CEC Workgroup meeting April 12-13 – [see agenda](#)
- c. RMP Microplastics Workgroup meeting May 15

#### **Triennial Review**

The Regional Water board is kicking off the 2018 Triennial Review Process. They have not yet released their list of projects, but there is a public hearing scheduled for May 21. There was discussion about asking to revise the dilution policy that give zero dilution credit to shallow dischargers and 10:1 dilution for deep dischargers. The committee was concerned that this may lead to less favorable parameters than some agencies currently have. However, there was consensus that BACWA should recommend that the Basin Plan be changed to allow the use of dilution for bacterial indicator limits.

#### **Announcements**

- a. H2S limit [Association Comment Letter](#)
- b. CASA/BACWA/SCAP [comments](#) on SSS WDR Revision
- c. Update on 1668c reporting, lab presentation at Lab Committee on 4/11
- d. RB response on Anaerobic Digestion language in recent permits (see San Mateo Permit, above)
- e. Chlorine Basin Plan Amendments – look for bisulfite use survey in near future
- f. Committee seeks new vice-chair for FY19

**Next BACWA Permits Committee Meeting:** Thursday May 10, 10:30am to 12:30pm, Joint meeting with CASA RWG at downtown EBMUD

**Committee Request for Board Action: None**

Detailed notes from meetings are posted [online](#).

**25 attendees (including 11 on phone) representing 12 member agencies**

**Water Infrastructure Improvements for the Nation (WIIN) Act Update**

WIIN is the new Federal competitive grant program for recycled water. They awarded \$10M for three projects, but the projects haven't yet been listed by name in an appropriation bill, so are not yet eligible to receive the funds. Bureau of Reclamation (BoR) is seeking comments until April 12 on the evaluation criteria for this funding program. Smaller projects had been at a disadvantage, since cost per Acre-Foot was a main component of the selection criteria. BoR will issue a funding opportunity announcement after the comment period closes.

Bill HR5127 is intended to make the WIIN program permanent, increase its authorization from \$50M to \$500 million, and remove the requirement that projects be listed by name in appropriations bills.

The "Securing Required Funding for Water Infrastructure Now" Act comprises identical Senate and House bills, S2364 and HR 4902. It allows State SRF programs to borrow money from the U.S. treasury to fund projects in their Intended Use Plans. It would provide 100% financing and waive fees, authorizing \$200M each fiscal year through 2023 with a \$7B State loan cap.

**Recycled Water Policy Update**

The State Water Board is aiming to release the amendment on April 30, followed by a 60 day comment period. There is a June 19 target date for the hearing. They are trying to decide how to respond to the Scientific Advisory Panel's CEC report, and how to implement salt/nutrient management planning. There has been discussion that salt/nutrient management should be covered under SGMA. The Water Board is committed to removing priority pollutant monitoring. The Executive Director can make changes to the State General Order MRP without reopening it to remove priority pollutant monitoring. They plan to introduce a timeline for the regional permittee transition that may be three years. The State Water Board asked for WaterReuse's input on recycled water reporting. BACWA provided the survey results from the Nutrient Studies to the Water Board, but the committee has not heard back from them. There is question about whether environmental uses are counted as recycled water/beneficial reuse.

**Transition from 96-011 to State Recycled Water General Order**

The Recycled Water Policy update will likely provide a new schedule for the transition to the State General Order by Regional Permittees. The SF Regional Water Board staff said that they will not update 96-011. There may be interest in the committee hiring a consultant through BACWA to make recommendations on how to do the transition, should it be required.

**SB966 – Onsite Reuse**

This Bill is sponsored by SFPUC – The State would set up a framework for onsite reuse. There would be an opt-in process, including a check-in with the local water purveyor, since there may be a conflict with a centralized system. WaterReuse is moving toward a support position.

**Next Meeting** – May 15, 2018 from 10:30 am to 12:30 pm, 2nd Floor Small Training Room at EBMUD Headquarters.



**BACWA**  
**BAY AREA**  
**CLEAN WATER**  
**AGENCIES**

## **Executive Director's March 2018 Report**

### **NUTRIENTS:**

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

- Coordinated with the OP/Upgrade consulting team on administrative issues.
- Planned for and conducted the Nutrient Strategy Team meeting to discuss concepts to be included in the permit language for the 2<sup>nd</sup> Nutrient Watershed Permit.
- Coordinated with the NMS Science Manager on presentations, meetings, and key issues on nutrients.
- Attended and participated in the 16th meeting of the NMS Steering Committee 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 HDR Project Manager on the schedule and budget for the Op/Upgrade Report.

### **BACWA BOARD MEETING AND CONFERENCES:**

- Worked with staff in preparing for the March Board Meeting including review of the final agenda and coordination with presenters.
- Organized and participated in the March Board Meeting.
- Continued to track all action items to completion.
- Organized and participated in the bi-monthly Joint Meeting with the Water Board staff.
- Organized and participated in an orientation meeting with the new BACWA Chair

### **ASC/SFEI:**

- As the Chair of the Governance Committee coordinated with the SFEI Executive Director on committee activities.
- Participated in a discussion with a subcommittee of the ASC/SFEI Board on the approach to updating the organizations strategic plan.

### **COLLECTION SYSTEM COMMITTEE:**

- Coordinated with the RPM on planning for the next Collection System Committee meeting.



#### **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 18 member invoices.
- Made final revisions to the FY 19 Annual Budget and 5 Year Plan in preparation for adoption at the April Board meeting.

#### **PERMIT COMMITTEE:**

- Coordinated with the RPM for items to agendize for the Permit Committee review.
- Attend the monthly meeting and provided updates on key BACWA activities.
- Submitted a joint comment letter with CASA to the SWRCB urging them to take up the Petition of the Ross Valley Sanitary District

#### **COLLABORATIONS:**

- Coordinated with CASA Regulatory Program Manager and Executive Director on regulatory issues of mutual concern.
- Represented BACWA at the quarterly San Francisco Estuary Program meeting.
- Met with the Bay Area Biosolids Coalition to discuss a potential role for BACWA in assisting with the administration of the Coalition's activities.

#### **MANAGERS ROUNDTABLE:**

- Planned for the next quarterly meeting of the Bay Area Managers Roundtable

#### **AIR COMMITTEE:**

- Coordinated with the AIR Committee leadership on current regulatory issues.
- Participated in the quarterly AIR Committee meeting

#### **BAPPG COMMITTEE:**

- Coordinated with BAPPG leadership on upcoming comments letters under development.
- Submitted a comment letter to EPA on Pyriproxyfen Risk Assessment submitted.





**BACWA**  
**BAY AREA**  
**CLEAN WATER**  
**AGENCIES**

#### **WOT:**

- Communicated with the BACWWE Executive Committee on how the Spring Semester was progressing.
- Coordinated with Solano Community College is planning for the Fall 2018 BACWWE classes.

#### **ADMINISTRATION:**

- Planned for conducted the monthly BACWA staff meeting to coordinate and prioritize activities.
- Signed off on invoices, reviewed correspondence, prepared for upcoming Board meetings, 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:**

- 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
<b>Action Items from March 16, 2018 BACWA Executive Board Meeting</b>				
2018.3-53	Chlorine Residual BPA	provide a summary of dilution in all existing permits (RPM)	4/15/2018	Done
2018.3-52	BACWWE/Solano link(s)	Add to April Bulletin (RPM)	3/31/2018	Done
2018.3-51	5-Year Plan	Review Target Reserves (ED)	3/31/2018	Done
2018.3-50	CEC Panel	Contact Adam Oliveri (ED/RPM)	3/31/2018	Done
2018.3-49	TNI InfoShare Workshop	In about 6 months (RPM)	7/15/2018	Pending
2018.3-48	Next Joint Meeting with WB	Add onsite RW & horizontal levy expanded permitting to future agendas (RPM)	5/15/2018	Done
2018.2-43	Committee Meeting Audio	Research cost of providing audio of meetings (AED/RPM/ED)	3/31/2018	Pending
2018.2-39	Opt/Upgrade Sign-Off Letters	Collect, file and forward to HDR (AED)	2/28/2018	Pending
<b>Action Items Remaining from Previous BACWA Executive Board Meetings</b>				
2016.3-61	Membership Policy	Develop policy for out of region agency membership (ED)	6/30/2017	Pending

FY18: 50 of 53 Action Items completed  
 FY17: 90 of 90 Action Items completed.  
 FY16: 96 of 97 Action Items completed.



DATE	AGENDA
<p><b>5/18/2018</b></p> <p><b>Monthly Board Mtg</b> Items due: 5/11 Schectel; Mitsuddy, Pagano, White, Connor/Zipkin Williams; Fono; Hull</p>	<p><b>Consent</b> Previous Board Meeting Minutes (AED) Monthly Financial Report</p> <p><b>Authorizations &amp; Approvals</b> Approval: FY19 Staff Consulting Amendments/Agreements Approval: Officers: Chair &amp; Vice-Chair FY19 Authorization (ED): Legal &amp; IT Support Amendments FY19</p> <p><b>Other Business - POLICY/STRATEGIC</b> Discussion: Water Board Jt Mtg Draft Agenda Discussion: CEC Update Discussion: Update on regional and statewide biosolids issues</p> <p><b>Other Business - OPERATIONAL</b></p> <p><b>Reports</b> Committee Reports (Committee Chairs) Board Reports (Executive Board) ED Report (ED) RPM Report (RPM) Other BACWA Representative Reports</p>
<p><b>6/1/2018</b></p> <p><b>Joint Meeting - Water Board</b> Items due: 5/? Schectel; Mitsuddy, Pagano, White, Connor/Zipkin Williams; Fono</p>	<p><b>Other Business: Discussions</b></p>
<p><b>6/15/2018</b></p> <p><b>Monthly Board Mtg</b> Items due: 6/8 Schectel; Mitsuddy, Pagano, White, Zipkin Williams; Fono; Hull</p>	<p><b>Consent</b> Previous Board Meeting Minutes (AED) Monthly Financial Report</p> <p><b>Authorizations &amp; Approvals</b> Approval: FY19 Agreements Approval: Appt BACWA Rep to ASC/SFEI Jt Board</p> <p><b>Other Business - POLICY/STRATEGIC</b> Discussion: Draft Agenda WB Joint Meeting</p> <p><b>Other Business - OPERATIONAL</b> Discussion: BAAQMD Annual Meeting Draft Agenda Discussion: CPSC Update</p> <p><b>Reports</b> Committee Reports (Committee Chairs) Board Reports (Executive Board) ED Report (ED)</p>

RPM Report (RPM)  
Other BACWA Representative Reports

7/?/2018

**Joint Meeting - Water Board**

**Other Business: Discussions**

Items due: 7/?

Schectel; Mitsuddy, Pagano, White, Zipkin

Williams; Fono

7/20/2018

**Consent**

**Monthly Board Mtg**

Items due: 7/13

Schectel; Mitsuddy, Pagano, White, Zipkin

Williams; Fono; Hull

Previous Board Meeting Minutes (AED)

Monthly Financial Report

**Authorizations & Approvals**

Approval: Annual Nutrient WS Payment

Approval: FY19 Agreements

**Other Business - POLICY/STRATEGIC**

Discussion: Water Board Jt Mtg Debrief

Discussion: Draft Agenda Pre-Pardee Technical Seminar

Discussion: Risk Reduction Update

Discussion: HDR Final Update on Optimization/ Upgrade studies

**Other Business - OPERATIONAL**

Discussion:

**Reports**

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

8/17/2018

**Consent**

**Monthly Board Mtg**

Items due: 8/10

Schectel; Mitsuddy, Pagano, White, Zipkin

Williams; Fono; Hull

Previous Board Meeting Minutes (AED)

Monthly Financial Report

**Authorizations & Approvals**

Approval:

**Other Business - POLICY/STRATEGIC**

Discussion: Draft Agenda & Schedule Pre & Pardee Technical Seminar

Discussion: RMP & NMS Update (Phil Trowbridge/David Senn)

**Other Business - OPERATIONAL**

Discussion:

**Reports**

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

9/21/2018

**Consent**

**Monthly Board Mtg**

Items due: 9/14

Previous Board Meeting Minutes (AED)

Monthly Financial Report

Schectel; Mitsuddy, Pagano, White, Zipkin  
Williams; Fono; Hull

### **Authorizations & Approvals**

Approval:

### **Other Business - POLICY/STRATEGIC**

Discussion: Draft Agenda Pardee Technical Seminar

Discussion: Annual Meeting Planning

Discussion: Biannual Update on CASA Climate Change Prog? Short Meeting?

### **Other Business - OPERATIONAL**

### **Reports**

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

## **9/21/2018 No Board Actions Permitted**

### **Pre-Pardee Seminar**

Schectel; Mitsuddy, Pagano, White, Zipkin  
Williams; Fono; Hull

## **10/25-26/2018 No Board Actions Permitted**

### **Pardee Technical Seminar**

Schectel; Mitsuddy, Pagano, White, Zipkin  
Williams; Fono; Hull

## **11/16/2018 Consent**

### **Monthly Board Mtg**

Items due: 11/9

Schectel; Mitsuddy, Pagano, White, Zipkin  
Williams; Fono; Hull

Previous Board Meeting Minutes (AED)

Monthly Financial Report

### **Authorizations & Approvals**

Approval: Adoption of FY18 Annual Reports

### **Other Business - POLICY/STRATEGIC**

Discussion: Pardee Debrief & Survey

Discussion: Draft Agenda Joint Meeting with WB

Discussion: ReNEWIt Industrial Advisory Board Meeting Debrief

Discussion: Climate Change Update

### **Other Business - OPERATIONAL**

Discussion: Annual Meeting Planning

### **Reports**

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

## **12/?/2018**

### **Joint Meeting - Water Board**

Items due:

Schectel; Mitsuddy, Pagano, White, Zipkin  
Williams; Fono

### **Other Business: Discussions**

<p><b>12/21/2018</b></p> <p><b>Monthly Board Mtg</b> Items due: 12/14 Schectel; Mitsuddy, Pagano, White, Zipkin Williams; Fono; Hull</p> <p><b>HOLIDAY LUNCH</b> <b>COMMITTEE APPRECIATION LUNCH</b></p>	<p><u><b>Consent</b></u> Previous Board Meeting Minutes (AED) Monthly Financial Report</p> <p><u><b>Authorizations &amp; Approvals</b></u> <u><b>Other Business - POLICY/STRATEGIC</b></u> Discussion: WB Joint Meeting Debrief</p> <p><u><b>Other Business - OPERATIONAL</b></u> Discussion: Annual Meeting Agenda Discussion: Budget Schedule &amp; Key Issues</p> <p><u><b>Reports</b></u> Committee Reports (Committee Chairs) Board Reports (Executive Board) ED Report (ED) RPM Report (RPM) Other BACWA Representative Reports</p>
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<p><b>1/25/2019</b></p> <p><b>Annual Members Mtg</b> Schectel; Mitsuddy, Pagano, White, Zipkin Williams; Fono; Hull</p>	<p>Service &amp; Leadership Recognition RMP &amp; NMS Update EPA, CWRCB, RWCB, Air Dist,</p>
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<p><b>2/15/2019</b></p> <p><b>Monthly Board Mtg</b> Items due: 2/? Schectel; Mitsuddy, Pagano, White, Zipkin Williams; Fono; Hull</p>	<p><u><b>Consent</b></u> Previous Board Meeting Minutes (AED) Monthly Financial Report</p> <p><u><b>Authorizations &amp; Approvals</b></u> Approval:</p> <p><u><b>Other Business - POLICY/STRATEGIC</b></u> Discussion: Draft Agenda Joint Meeting with WB</p> <p><u><b>Other Business - OPERATIONAL</b></u> Discussion: FY2019 Budget Planning - 1st Draft of FY19 Budget Discussion: Annual Meeting Debrief</p> <p><u><b>Reports</b></u> Committee Reports (Committee Chairs) Board Reports (Executive Board) ED Report (ED) RPM Report (RPM) Other BACWA Representative Reports</p>
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<p><b>3/?/2019</b></p> <p><b>Joint Meeting</b> Items due: 2/23 Schectel; Mitsuddy, Pagano, White, Connor/Zipkin Williams; Fono</p>	<p><u><b>Other Business: Discussions</b></u></p>
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<p><b>3/15/2019</b></p> <p><b>Monthly Board Mtg</b> Items due: 3/9 Schectel; Mitsuddy, Pagano, White, Connor/Zipkin Williams; Fono; Hull</p>	<p><u><b>Consent</b></u> Previous Board Meeting Minutes (AED) Monthly Financial Report</p> <p><u><b>Authorizations &amp; Approvals</b></u> <u><b>Other Business - POLICY/STRATEGIC</b></u></p>
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Discussion: WB Joint Meeting Debrief

**Other Business - OPERATIONAL**

Discussion: Second Draft of FY20 Budget

Discussion: Biannual Update on CASA Climate Change Program

**Reports**

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

**4/19/2019**

**Consent**

**Monthly Board Mtg**

Items due: 4/12

Schectel; Mitsuddy, Pagano, White, Connor/Zipkin

Williams; Fono; Hull

Previous Board Meeting Minutes (AED)

Monthly Financial Report

**Authorizations & Approvals**

Approval: FY20 Budget

**Other Business - POLICY/STRATEGIC**

Discussion: Draft Agenda Joint Meeting with WB

**Other Business - OPERATIONAL**

Discussion: Update on BAAQMD Regulations

Discussion: Update on regional and statewide biosolids issues

Discussion: NBWA Conference Debrief

**Reports**

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

**CURRENTLY**

**UNSCHEDULED**

**& SIGNIFICANT**

\* Suggestions for Monthly Meeting Guest Speakers/Presenters: i.e. Jim McGrath, State Water Board



# Regulatory Program Manager's Report to the Board

March 2018

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**NUTRIENTS:** Reviewed update on Optimization/Upgrade studies from consultant team. Spoke with member agencies about certification letter. Reviewed slides and participated in NST meeting.

**BACWA BULLETIN:** Completed and distributed March Bulletin. Drafted April Bulletin.

**BLENDING:** Participated in special meeting conference call on CMSA Adopted Order Petition. Contacted blending member agencies to get input on joining petition.

**COLLABORATIVES:** Attended CASA RWG meeting in Sacramento and spoke to State Regulators about upcoming initiatives. Attended Bay Area Partnerships for Sustainable Water: Part 1 Potable Reuse. Developed sea level rise policy poster and attended San Mateo County Floods, Drought, Rising Seas, Oh My!, meeting at the request of Silicon Valley Clean Water.

**CECs:** Worked with WaterReuse to submit comments on Recycled Water Scientific Advisory Panel for CECs draft recommendations.

**SSS WDR:** Developed notes on BACWA's position based on input from Collection Systems workgroup. Worked with CASA and BACWA workgroup to finalize preliminary comments to State Water Board.

**NEAR SHORE DISCHARGE PERMITTING:** Reviewed draft Regional Water Board document on wetlands policy. Contacted Baykeeper to discuss their position.

**HG/PCB:** Discussed PCB congener reporting with the Regional Water Board and BACWA members.

## **COMMITTEE SUPPORT:**

**BAPPG –** Reviewed and submitted pyriproxyfen letter. Worked on budgeting June training session. Made updates to baywise.org and discussed updating material with steering committee.

**Biosolids –** Discussed next meeting with chair. Attended meeting to discuss possible BACWA support for BABC.

**Collection Systems –** Drafted agenda and attended meeting.

**Laboratory –** Discussed options for BACWA to address the TNI transition with Lab Committee chair.

**O&M Infoshare –** Contacted chairs to schedule next meeting. Obtained update on CalOSHA proposed H2S limits.

**Permits –** Drafted agenda and Board Report, and attended meeting. Contacted Water Board regarding new permit language on digestion facilities and pre-processing.

**Recycled Water –** Reviewed agenda, attended meeting and drafted meeting notes.

**Executive Board –** Prepared for and attended Executive Board meeting. Edited action items and meeting minutes. Attended joint meeting with Regional Water Board staff and drafted meeting notes.



**ADMINISTRATION/STAFF MEETING** – Managed committee Google Groups. Updated documents on website. Worked with consultant on finalizing mobile layer for website. Met with incoming Executive Board Chair. Created new Arleen Navarret award webpage.

**MEETINGS ATTENDED:** Joint meeting with Regional Water Board (3/2), Staff meeting (3/6), CASA RWG (3/8), Bay Area Partnerships for Sustainable Water (3/9), Permits Committee (3/13), AIR Committee (3/14), NST meeting (3/15), Executive Board meeting (3/16), Recycled Water Committee (3/20), Collection Systems Committee (3/22), San Mateo County Floods, Drought, Rising Seas meeting (3/30).



### Bay RMP Technical Review Committee Meeting

March 14, 2018

San Francisco Estuary Institute

## Meeting Summary

### Attendees

TRC Member	Affiliation	Representing	Present
Mary Lou Esparza	Central Contra Costa Sanitation District	POTWs	Yes
Tom Hall	EOA, Inc.	POTWs	Remote
Ross Duggan	SFPUC	POTWs	Yes
Eric Dunlavey	City of San Jose	POTWs	Yes
Bridgett DeShields*	Integral Consulting	Refineries	Yes
Chris Sommers	BASMAA (EOA, Inc.)	Stormwater	No
Shannon Alford	Port of SF	Dredgers	No
Ian Wren	San Francisco Baykeeper	NGOs	Yes
Richard Looker	SFB RWQCB	Water Board	Yes
Luisa Valiela	US EPA	US-EPA IX	Yes
Jim Mazza	USACE	USACE	No

\*Chair

### Guests and Staff

- Paul Salop (AMS)
- Simret Yigzaw (City of San Jose)
- Ryan Mayfield (City of San Jose)
- Jay Davis (SFEI)
- Phil Trowbridge (SFEI)
- Ila Shimabuku (SFEI)
- Cristina Grosso (SFEI)
- Don Yee (SFEI) - Remote

## 1. Introductions and Review Agenda

Phil Trowbridge welcomed members of the committee and Bridgette DeShields took a moment to recognize Rod Miller in response to his passing on February 11, 2018. Ross Duggan spoke of Rod's 12-year involvement at SFPUC and his high regard as the lab director. Ross highlighted that Rod had made a serious push in recent years to involve more youth at SFPUC in an effort to expose students to STEM opportunities. Phil thanked him for his involvement in the RMP that spanned a decade. He will be missed.

Phil made one change to the agenda: Don Yee will be conducting his presentation on lab intercalibration studies remotely as he is home sick. Later in the meeting, the TRC decided to move Item 9 (Cristina Grosso's Data Analysis Challenge discussion) to before lunch to compensate for running ahead of schedule.

## 2. Decision: Approve Meeting Summary from December 14, 2017 and confirm/set dates for future meetings.

No changes were made to the December 14 meeting summary before approval.

Bridgette DeShields confirmed the upcoming June 14 meeting with everyone in attendance. The third-quarter TRC meeting was moved from Thursday, September 13, to Thursday, September 20, to allow for Bridgette's attendance. Ross Duggan will ask Heather Peterson to be his alternate at the September 20 meeting. Eric Dunlavey announced that this would be his last TRC meeting because he will be filling Jim Ervin's seat on the Steering Committee. Ryan Mayfield or Simret Yigzaw will likely fill Eric's seat.

### **Decision:**

- Richard Looker motioned to approve the December 14, 2017, TRC meeting summary. Mary Lou Esparza seconded the motion. The motion for approval was carried by all present members.

### **Action Items:**

- Finalize the December 14, 2017, TRC meeting summary and post to the website and public-meetings folder. (Ila Shimabuku, 3/20/17)
- Confirm the September 20 meeting date with Chris Sommers, Shannon Alford, and Jim Mazza. Schedule meeting once confirmed. (Ila Shimabuku, 3/26/18)

## 3. Information: SC Meeting Summary from January 24, 2018

Phil Trowbridge briefly summarized the January SC meeting and highlighted the approval of the multi-year plan, a CEC science update, a sediment supply science update, and planning for the 2018 RMP Annual Meeting as key items. Phil explained his plans to simplify the Multi-Year Plan in order to steer next year's discussions towards bigger-picture content.

#### 4. Information: Update on Purchasing of Acoustic-Release Systems for S&T Bivalve Monitoring

Phil Trowbridge commenced the discussion on the purchasing of the acoustic-release systems by explaining that erosion of the structures historically used as anchors for bivalve cages warrants a new methodology for Status and Trends bivalve monitoring. Paul Salop and Winn McEnery of Applied Marine Sciences had conducted extensive research into the different options and suggest that the RMP purchase eight EdgeTech acoustic-release samplers which involve retrievable weights. Phil reported on the preference expressed by the Steering Committee in January for the RMP to use roughly 10% of its reserves (\$77,000 out of approximately \$600,000) to purchase the equipment. Paul mentioned that all permits are currently in the approval process. Luisa Valiela warned Paul of past difficulties with the State Lands Commission's permit-approval process and encouraged him to use all tools necessary to push the Commission to approve the permit as soon as possible.

Ross Duggan, having used similar equipment, commented that the \$500/year estimate for equipment upkeep is reasonable as these samplers are generally low-maintenance. He recommended coating all exposed metal with zinc to prevent fouling.

Phil thanked Paul and Winn for their help and he plans to bring this item to the Steering Committee in April to approve the purchase using RMP reserves.

**Action Item:**

- Check on the status of 2018 bivalve sampling permits. (Paul Salop, 4/1/18)

#### 5. Information: Bay Segment Names - Inconsistencies Across Agencies

Phil Trowbridge began by explaining that Tom Hall has requested this discussion on the differences in Bay segmentation between the RMP, USGS, and Water Board (WB). Some discussion took place around the actual differences (mostly occurring in Central and South Bay) and what could be done to address the inconsistencies. After agreeing that none of the boundaries should be altered, the TRC requested that a document or a web page be made to explain the differences in segmentation that could easily be cited. The document should contain links to older reports that discuss this issue. Other solutions are (1) adding Water Board Segments to CD3 (this change is currently underway), (2) creating a "master map" that would clearly show the different regions, and (3) adding footnotes to RMP reports where there might be confusion with WB segments.

**Action Item:**

- Create a document or web page on the SFEI website which explains the differences in USGS, RMP, and WB segmentations; shows a map which delineates the differences in segmentation; and includes links to Phil's slides from today's TRC meeting as well as relevant historical materials such as the 1987 "Segmentation of the San Francisco Bay/Delta" report. (Ila Shimabuku, 6/1/18)

## 6. Discussion: Results from Selenium and Copper Laboratory Inter-Calibration (IC) Study and update on SCCWRP-led IC Study

In this Item, Don Yee reviewed results from a four-lab intercalibration study on analysis of dissolved and particulate selenium, presented on a disparity in Brooks Analytical's copper concentrations that resulted from two different preparation methods, and provided an update on the SCCWRP-led intercalibration study.

Don presented dissolved selenium results from ODU, USGS, BAL, and CCSF, and showed that all results were within 25% of the mean which he deemed an acceptable range. However, results from the same four labs were considerably more inconsistent for analysis of particulate selenium and included several compromised samples and results that fell below the detection limits. Don's proposed next steps included using larger pore filters, filtering 50% more volume per filter, and using pressurized filtration. He notified the TRC that all four labs plan to participate in a repeat IC study in 2019. This repeat study will use samples from the 2019 Water Cruise (summer) or North Bay Selenium Monitoring (possibly earlier in the year). Richard said the Water Board is in support of the 2019 repeat study and Luisa Valiela is to report back on whether the EPA approves of this timeline.

Don moved on to discuss the differing copper analysis methods tested by Brooks Analytical Laboratories using 2017 Water Cruise samples. Brooks has attempted to switch from the reductive precipitation (RP) method to a ion column preparation (IP) method because of issues with the RP method that led to batch re-runs in 10-20% of samples. However, Don explained that the IP method yields higher concentrations with a 20% difference in results produced by the two methods, which, if real, would lead to trigger exceedances. Don explained that there is no current opinion on whether the RP method is low-biased or the IP is high-biased and that the current plan is to continue the RP and IP pairing over several years of sampling until the direction of the bias is revealed. The TRC decided to postpone publishing the 2017 copper data until they have confidence about which method is correct. The TRC proposed that Don compare BAL's RP and IP analyses with UCSC's copper analyses that were used prior to the RMP switching to BAL for copper analysis. TRC members also recommended comparing 2017 results to historical copper data from S.R. Hanson. The TRC decided to table this discussion until the June meeting where Don will present his findings from taking a look at historical copper data and 2017 DOC results.

Don quickly summarized the RMP's upcoming involvement in the SCCWRP-led intercalibration study. He provided a brief description of the IC Study Protocol for analysis of target analytes in sediment and tissue and discussed how the results are expected to fit into the larger reporting context. When Don asked for feedback regarding whether to conduct IC studies on an ongoing basis versus an as-needed basis using stockpiles, the TRC agreed that using stockpiled archives on an as-needed basis is preferred so long as the target analytes do not degrade over time. Mary Lou Esparza suggested looking into whether quality control parameters could be used as a proxy to tracking method changes at primary and backup labs (e.g., minimum detection limits and performance on low-level QC samples).

### Action Items:

- Check whether BAL would consider lowering their minimum detection limit by a factor of two in anticipation of the 2019 selenium repeat study. (Don Yee, 6/1/18)
- Determine whether DOC results from the 2017 Water Cruise can provide insight the direction of the bias between the RP and IP results for copper. (Don Yee, 6/1/18)

- Look into historical copper data from USGS, San Jose, and S.R. Hanson. Ask Tony Rattonetti at SFPUC analyze samples collected for the selenium IC study for dissolved copper. Develop visual comparisons for presentation to the TRC in June. (Don Yee, 6/1/18)

## 9. Discussion: Plans for a RMP-sponsored Data Analysis Challenge

Cristina Grosso began by thanking the TRC for feedback that led to the genesis of the data analysis challenge and refreshed the TRC on the goal of the challenge: direct more users to use CD3 and RMP data. She provided the current draft outline for the project and solicited input.

TRC members made the following suggestions:

- Advertise the challenge to the following groups: Bay Area data visualization community, specifically, meetup groups; San Francisco State and UC Berkeley data visualization courses (reach out to instructors to gauge interest).
- Extend the timeline for accepting submissions through November.
- Participants should include a brief abstract that explains their processes, methods, and reasoning that led them to their final product in their submissions.
- Include judgement criteria in the challenge description to steer participants from subjects that could, unknowingly, be dull to judges, e.g., salinity fluctuations. Encourage them to aim for novel conclusions, i.e., not material from RMP products like the Pulse.
- Ask Greg Gearheart for general advice.
- Use social media platforms, such as LinkedIn, Twitter, and Facebook, to market the challenge.
- Update the CD3 fact sheet to augment the challenge description.

Phil Trowbridge explained that the prize money (total of \$3,500) will be taken out of RMP honoraria funds. Cristina asked the TRC to forward any ideas they may have regarding judgment criteria and Richard Looker requested that he be included in future challenge planning. Cristina will return to the TRC in June with a finalized plan.

### **Action Items:**

- Report back to the TRC with a draft final project description including judging criteria. (Cristina Grosso, 6/1/18)
- Notify the Steering Committee of the data analysis challenge by email. (Phil Trowbridge, 3/20/18)

## LUNCH

## 7. Information: Science Update on WY2017 Pollutants of Concern Reconnaissance Stormwater Monitoring

Phil Trowbridge introduced Jing Wu and her presentation on results from pollutants of concern (POC) monitoring in stormwater from 2015 - 2017. Jing explained that the central objective of POC monitoring is to characterize which watersheds are suspected to be the largest contributors of pollutants into the Bay. 55 sites were monitored from 2015 - 2017. Results show that almost every site monitored produced results that were in exceedance of the calculated 1.4 ng/g sediment TMDL target for PCBs. The highest concentration found was almost 6,000x the TMDL target. She also explained that the stormwater team

has been investigating passive samplers as a tool to characterize watersheds and noted that the team will continue to use passive samplers during 2018 POC monitoring. Jing also provided an overview of the advanced data analysis project which aims to use a deep look at existing data to rework the way watersheds are ranked for future monitoring relative to their suspected contributions of PCBs to the Bay.

Richard Looker suggested that the mercury data be examined against the hypothesis that the lack of variance in mercury concentrations is due to a large contribution from atmospheric deposition. Richard's idea involved looking at the lower mercury-concentration data points and determining what fraction of those concentrations would be due to mercury supply from native soils which he estimated at around 0.06 - 0.10µg/g-soil.

## 8. Information: Workgroup Meetings and Multi-Year Plan Budgets for 2019

Phil Trowbridge summarized the workgroup season by giving a quick run through of the calendar and highlighted a few major decisions. Jay notified the TRC that the selenium meeting will be scheduled soon and the sport fish meeting will not be scheduled until after the bulk of workgroup season is complete. Phil highlighted that, for 2018, the sum of the budgets for proposed studies comes out to over double the revenue from RMP fees and noted that there will be more cutting and prioritizing this year than in the past. Given this year's disparity, Richard Looker requested that the workgroups provide the TRC with additional prioritization of projects and tasks within projects. The TRC supported Phil's idea to ask the Steering Committee in April to identify what special studies they see as the highest and lowest priorities.

## 10. Information: Plans for the 2018 RMP Update Report, Annual Meeting, and Upcoming Reports & Communication Products

Jay Davis gave a brief update on communications. He anticipates that he'll release a draft of the RMP Update by early June. He quickly mentioned the proposed subjects for the June Estuary News and proceeded to solicit input for the Annual Meeting draft outline.

Bridgette DeShields was a strong proponent for a session representing the Bay Area at SETAC and wanted to revisit the RMP's current proposed involvement. Jay Davis also proposed that other similar monitoring programs from around the country should be included to make for an interesting session.

### **Action Item:**

- Replace the Guadalupe trends topic with a presentation on results from the Advanced Data Analysis project in the Annual Meeting draft agenda and update with other ideas. (Jay Davis, 4/1/18)
- Discuss organizing a Bay-Delta session at SETAC with Bridgette DeShields. (Phil Trowbridge, 4/1/18)

## 11. Information: Status of Deliverables and Action Items

Phil quickly summarized late deliverables and highlighted the issues with copper data as the reason for why those data have not been finalized. The Committee had no other comments.

## 12. Discussion: Plan agenda items for future meetings

The following ideas were suggested:

- Finalizing the data analysis challenge plan
- Report back on segmentation webpage or document
- Approving special studies
- Reviewing Status and Trends target analytes and CEC tiers
- Approving Annual Meeting agenda before finalization by the SC in July
- Report back on findings about copper method inconsistencies.
- Item on RMP involvement in ocean acidification monitoring in the Bay (SFSU buoy, MBARI collaboration) (September)

## 13. Discussion: Plus/Delta

The TRC thanked RMP staff for pluses and had no deltas.

Adjourn