



BACWA
BAY AREA
CLEAN WATER
AGENCIES

**Executive Board Meeting
AGENDA
Friday, February 15, 2019
9:00 a.m. – 12:30 p.m.
ReNUWIt/Shriram Center, Room 366
443 Via Ortega, Stanford, CA**

<u>Agenda Item</u>	<u>Time</u>	<u>Pages</u>
ROLL CALL AND INTRODUCTIONS	9:00 AM	
PUBLIC COMMENT	9:03 AM	
CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER	9:04 AM	
CONSENT CALENDAR	9:05 AM	
1 December 21, 2018 BACWA Executive Board Meeting Minutes		3-10
2 November & December 2018 Treasurer's Reports		11-26
APPROVALS & AUTHORIZATIONS	9:06 AM	
3 <u>Approval</u> : BACWA Policy on Contracting		27-28
OTHER BUSINESS - POLICY/STRATEGIC	9:10 AM	
4 <u>Discussion</u> : Nutrients		
a. Regulatory		
i. 2nd Administrative Draft Update	Review	29-31
Comments on 2nd AD	Early Actors Template	
Load Factors		
ii. Optimization/Upgrade Brochure & Presentation Update		
iii. Science Plan Update to Regional Water Board Staff	Update	32
iv. UC Berkeley Publication on Decision-Making Strategy for Nutrient	Publication	
v. EPA Trading Policy		33-39
b. Governance Structure		
i. Nutrient Management Strategy Planning Subcommittee Meeting #37 Debrief		40-44
5 <u>Discussion</u> : Regional Water Board Joint Meeting Debrief		45
6 <u>Discussion</u> : NPDES Permit Compliance Report		46-54
7 <u>Discussion</u> : CASA Comments on and Edits to the Draft SWRCB Vulnerability Census		55-61
8 <u>Discussion</u> : Regulatory Issues Matrix Updates	Matrix	
9 <u>Discussion</u> : Toxicity Meeting with State Water Board Staff		62
10 <u>Discussion</u> : BACWA Pesticide Comment Letters	Comment Letters	
OTHER BUSINESS - OPERATIONAL	10:45 AM	
11 <u>Discussion</u> : BACWA 2019 Annual Meeting Debrief		63-72
12 <u>Discussion</u> : BACWA FY20 Draft Budget		73-75
13 <u>Discussion</u> : Future of ReNUWIt in the post-National Science Foundation era.		
14 <u>Discussion</u> : Advanced Quantitative Precipitation Information (AQPI) Project Revisited	Project	
15 <u>Discussion</u> : Association Comment Letters on Draft ELAP Regulations	Comment Letters	
16 <u>Discussion</u> : BACWA Representation to Coastal Hazards Adaptation Resiliency Group		76
17 <u>Discussion</u> : BACWA Contribution to RMP Pulse Article		
18 <u>Discussion</u> : BayCAN Meeting Debrief		77
19 <u>Discussion</u> : Draft BACWA Policies:		
a. Succession Planning Policy		78
b. Class of Membership Policy		79
c. Budgeting Policy		80
20 <u>Discussion</u> : Sewer Survey Update	Survey	
21 <u>Discussion</u> : 2020 BACWA Annual Meeting Date		

LUNCH Delivered		11:30 AM	
REPORTS		12:10 PM	
22 Committee Reports			81-84
23 Member Highlights			
24 Executive Director Reports			85-97
25 Regulatory Program Manager Reports			98-99
26 Other BACWA Representative Reports			
a. RMP Technical Committee	Mary Lou Esparza, Nirmela Arsem		
b. RMP Steering Committee	Karin North; Leah Walker; Eric Dunlavey		
c. Summit Partners	Dave Williams; Lori Schectel		
d. ASC/SFEI	Dave Williams; Eileen White		100-101
	Strategic Plan		
e. Nutrient Governance Steering Committee	Eric Dunlavey; Eileen White; Lori Schectel; Jackie Zipkin		
e.i Nutrient Planning Subgroup	Eric Dunlavey		
e.ii NMS Technical Workgroup	Eric Dunlavey		
f. SWRCB Nutrient SAG	Dave Williams		
g. NACWA Taskforce on Dental Amalgam	Tim Potter		
h. BAIRWMP	Cheryl Munoz; Linda Hu; Dave Williams		102
	Meeting Packet		
i. NACWA Emerging Contaminants	Karin North; Melody LaBella		
j. CASA State Legislative Committee	Lori Schectel		
k. CASA Regulatory Workgroup	Lorien Fono		
l. ReNUWit	Jackie Zipkin; Karin North		
m. RMP Microplastics Liaison	Nirmela Arsem		
n. AWT Certification Committee	Maura Bonnarens,		
o. Bay Area Regional Reliability Project	Eileen White,		
p. WaterReuse Working Group	Cheryl Munoz;		
q. San Francisco Estuary Partnership	Eileen White; Dave Williams		
r. CPSC Policy Education Advisory Committee	Coleen Henry		
s. California Ocean Protection Council	Lorien Fono		
t. Countywide Water Reuse Master Plan	Karin North, Pedro Hernandez		
27 SUGGESTIONS FOR FUTURE AGENDA ITEMS		12:27 PM	
NEXT MEETING		12:28 PM	
The next regular meeting of the Board is scheduled for March 15, 2019 from 9:00 am to 12:30 pm at EBMUD, 2nd Floor Large Training Room, 375 11th Street, Oakland, CA.			
ADJOURNMENT		12:30 PM	
PLEASE NOTE THAT THERE WILL BE A TOUR OF THE CODIGA CENTER FOLLOWING ADJOURNMENT:		1:00 PM	
Directions to the Codiga Center: 692 Pampas Lane, Stanford, CA 94305			
As you turn onto Pampas Lane, you will see the Credit Union on your left. Turn left into the Credit Union's parking lot. You will see a gate labeled 692 Pampas Lane behind the Credit Union. Pull in through the gate, you will find yourself on the Codiga Center site and can park there. The Center is about 1.4 miles from the meeting and will take approximately 10 minutes to drive. The tour is scheduled to begin at 1:00 PM. Carpooling is			

Executive Board Meeting Minutes

December 21, 2018

ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Lori Schectel (Central Contra Costa Sanitary District); Eric Dunlavey (San Jose); Eileen White (East Bay Municipal Utility District); Jacqueline Zipkin (East Bay Dischargers Authority); Brian Henderson (SFPUC).

Other Attendees:

<u>Name</u>	<u>Agency/Company</u>
Alicia Chakrabarti	EBMUD
Allison Petsche	McGovern McDonald Engineers
Amanda Roa	Delta Diablo
Andrew Damron	Napa San
Arvin Akela	Silicon Valley Sanitary Dist.
Autumn Cleave	SFPUC
Azalea Mitch	San Mateo
David Senn	SFEI
Greg Baatrup	Fairfield Suisun
Karin North	City of Palo Alto
Nirmela Arsem	EBMUD
Nohemy Revilla	SFPUC
Patricia McGovern	McGovern McDonald Engineers
Robert Wilson	City of Petaluma
Stephanie Olsen	DSRSD
Tim Potter	CCCSD
Teresa Herrera	Silicon Valley Sanitary Dist.
Tom Hall	EOA, Inc.
Alina Constantine	Larry Walker & Assoc.
Shalini Trivedi	Woodard & Curran
John Hake	EBMUD
David Williams	BACWA
Lorien Fono	BACWA
Sherry Hull	BACWA

PUBLIC COMMENT

None.

CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER – The Executive Director asked if anyone wished to take an item out of order or if any BACWA Representative wished to present a report or request BACWA direction on an issue out of order. None did.

CONSENT CALENDAR

1. November 16, 2018, BACWA Executive Board Meeting Minutes – The approved minutes will be posted on the BACWA website.

2. October 2018 Treasurer’s Reports and Financial Summary – A Financial Summary Report, along with Treasurer’s Reports for October 2018, were included in the Packet. A copy of the FY18 Budget as of October 31, 2018, (33% 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 is also provided.

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

APPROVALS & AUTHORIZATIONS

3. Approval: BACWA Policy on Reserves – A Board Action Request and Draft Policy were included in the Packet. The Executive Director gave an overview of the policy.

Item 3. A motion to approve was made by Eric Dunlavy and seconded by Eileen White. The motion was approved unanimously.

4. Approval: Adoption of FY18 Annual Reports – A Board Action Request and Draft Policy were included in the Packet. The Executive Director gave an overview of the policy.

Item 4. A motion to approve was made by Brian Henderson and seconded by Eileen White. The motion was approved unanimously.

5. Approval: SFEI Advance Funding for Modeling Project – A Board Action Request, Letter of Request, Summary of the Project, and Invoice were included in the Packet. The Executive Director gave an overview of the reason for the request.

Item 5: A motion to approve was made by Eileen White and seconded by Brian Henderson. The motion was approved unanimously.

6. Approval: BACWA Membership for UC Berkeley – A Board Action Request was included in the Packet. The Executive Director gave an overview of the request.

Item 6: A motion to approve was made by Jaqueline Zipkin and seconded by Eileen White. The motion was approved unanimously.

OTHER BUSINESS-POLICY/STRATEGIC

Agenda **Item 7** – Discussion: Nutrients

a. Regulatory

- i. Debrief on Nutrient Strategy Team Meeting – A summary of the 12/3 Nutrient Strategy Team Meeting with Regional Water Board staff was included in the Packet. The Executive Director gave an overview.
- ii. 2nd Watershed Permit Update –The Executive Director gave a presentation that included the history of the 1st WS Permit and the approach to the 2nd WS Permit. The Water Board is currently internally reviewing an Administrative Draft, which is expected to be delivered to the permittees in early January. The Executive Director outlined some key issues and asked for input from the Board on them. He also asked for volunteers from the meeting attendees to assist in an early review of the Administrative Draft.
- iii. Contract Management Group Debrief – The Draft Nutrient Brochure was included in the Packet. The Brochure will likely be available in early January, 2019. The Brochure will be available electronically and in hard copy. The Executive Director gave an overview of the meeting.

b. Technical Work –

- i. SFEI Update – The Science Program Manager gave an update including the modeling of chlorophyll a and its relationship to other indicators. Next steps are how to use the model outputs to determine statistically significant trends, and tease out causes and effects.

c. Governance Structure –

- i. Debrief of Planning Subcommittee Meeting #36 – The Executive Director gave an overview of the Science Plan.
- ii. Debrief on Nutrient Management Strategy Meeting #19 – The Summary of the December 14, 2018 meeting was included in the Packet. The Executive Director gave an overview of the key points including an update from the Science Manager, a Steering Committee Member update, and an NMS Funding Policy change. Other key points were that the Water Board wishes to be as well-informed as possible given limited funding; that it's important to factor in risk; that the Science Manager is requesting \$500,000 for FY20 in order to line up resources in a timely way; that 40 years of Bay monitoring by the USGS is ending; and that proper protocol is needed for review of scientific manuscripts. It was also noted that Eileen White of EBMUD was presented with a NACWA Award for the collaborative efforts of the NMS to address nutrient issues for the San Francisco Bay.

Agenda **Item 8** - SSS WDR Monitor & Reporting Program Meeting Debrief – An email of the Summary from CASA's Meeting #2 with SWRCB Staff on SSS WDR was included in the Packet. The Regulatory Program Manager noted that SWRCB staff clarified that they intend to limit the SSO definition to not include circumstances where there is spill containment in a residence or

other building, and that small spills (<50 gallons) might not need to be reported. A Workshop is planned for February 5, 2019 in Sacramento.

Agenda Item 9 - Joint Meeting with Water Board Debrief – A Summary of the December 3, 2018 meeting was included in the Packet. The Executive Director noted that BACWA discussed the proposed Toxicity Provisions and the Regional Water Board’s concerns with random sampling schedules; continued interest in planned or potential wetland projects; BACWA support of Risk Reduction; and the CEC Whitepaper that BACWA is developing on which BACWA will pursue more direction from the Water Board.

Agenda Item 10 – Discussion: Office of Inspector General - Biosolids Report – A [LINK](#) to a documentary, a [LINK](#) to the OIG Report, and a [LINK](#) to FAQs were included in the Packet. The Executive Director gave an overview noting that the report was critical of 503 Regulations and the EPA.

Agenda Item 11 – Discussion: Toxicity Provisions Hearing Feedback – A Draft BACWA Comment Letter was included in the Packet. The Regulatory Program Manager noted that the letter had already been submitted due to the deadline of 12 noon on 12/21. The Executive Director informed the Board that BACWA has contributed \$6,975 to the CASA *Ceriodaphnia dubia* Whitepaper which was [LINKED](#) in the Packet.

Agenda Item 12 – Discussion: Draft BACWA Policy on Contracting – A Draft Policy on Contracting, along with Draft Procedures for the Policy, were included in the Packet. The Executive Director gave an overview and asked the Board if they had any input. He noted that the Policy will be brought back to the Board for approval in February, 2019.

Agenda Item 13 – Discussion: Recycled Water Policy Adoption – A [LINK](#) to the RW Policy and Change Sheet #1 were included in the Packet. The Executive Director noted that the Policy staff report states that State General Order permittees will “generally” need a second permit to cover recycled water production. The Regulatory Program Manager noted that the Policy will terminate coverage under Order 96-011, so the Recycled Water Committee will work with the Water Board to ensure that there is no discontinuity in permit coverage for recycled water projects.

Agenda Item 14 – Discussion: Solano County Biosolids Report – The Annual Report of Land Application of Biosolids in Solano County was included in the Packet. The Executive Director gave an overview and noted that the SFPUC has prepared the report in the past, but that BACWA will provide it going forward.

Agenda Item 15 – Discussion: EPA Water Quality Improvement Fund Letters of Support – Three BACWA Letters of Support were included in the Packet. The first two letters had previously been provided to the Board for review and sent to the requesting member agency. The third

letter was for Board review and comment. The Executive Director gave an overview of the process. The Board directed BACWA to provide the third letter.

Agenda Item 16 – Discussion SWRCB Climate Change Survey Update – A Draft Survey and preliminary CASA Comments were included in the Packet. The Regulatory Program Manager gave an overview and noted that the Summit Partners will provide edits to the State Water Board in mid-January, 2019.

Agenda Item 17 – Discussion: Extension of A-2241 PCB/Mercury Abeyance Petition – The previous request and approval were included in the Packet. The Executive Director asked the Board for direction on a request for another two year extension beginning in 2019. The Board indicated its support for the extension since it requires little effort and may provide a future benefit if Method 1668C is required for PCB compliance.

Agenda Item 18 – Discussion: CEC White Paper – A [LINK](#) to the Draft CEC White Paper was included in the Packet. The Executive Director and Regulatory Program Manager gave an overview noting that the Water Board is interested in identifying representative POTWs to participate in long term trend monitoring for CECs.

OTHER BUSINESS-OPERATIONAL

Agenda Item 19 – Discussion: Update on Silicon Valley Food Waste Program – Silicon Valley Sanitary District gave a presentation on their food waste program noting that 40% of organic recyclable waste ends up in landfill. The Presentation can be seen [HERE](#).

Agenda Item 20 – Discussion: Annual Meeting Planning – A Draft Agenda for the January 11, 2019 scheduled meeting was included in the Packet. The Executive Director gave an overview, asking the Board for input and suggestions for PollEverywhere questions.

Agenda Item 21 - Discussion: Commendation for Nutrient Reduction Study – A Draft letter to HDR/Brown & Caldwell was included in the Packet. The Executive Director gave an overview.

Agenda Item 22 - Discussion: Executive Board Meeting at Codiga Center – An email regarding the possibility of holding a BACWA Executive Board Meeting at the Codiga Center was included in the Packet. The Executive Director asked the Board for input on what meeting to hold there in 2019. The Board agreed to hold the February 15, 2019 meeting there.

Agenda Item 23 - Discussion: Update on BACWA Executive Board Calendar – A copy of the 2019 BACWA Executive Board Meeting Calendar was included in the Packet. The Calendar noted the changes to dates for the Pre-Pardee and Pardee Seminars. The Assistant Executive Director will update the Calendar to include the meeting at the Codiga Center and send the Calendar to the Executive Board Members.

Agenda **Item 24** - Discussion: Continued BACWA Support of Federal Water Quality Coalition – A [LINK](#) to the FWQC Regulatory Matrix and an email regarding FWQC dues in 2019 were included in the Packet. The Executive Director asked the Board if they wish to continue support of the FWQC using BACWA funds. The Board indicated that they wish to continue support.

Agenda **Item 25** - Discussion: Regional Water Board Meeting Update – the BACWA Chair gave an update on the presentation of an award of appreciation to Bruce Wolfe, the retiring Water Board Executive Officer who served from 2003 through 2018.

Agenda **Item 26** - Discussion: Update on Requirements for ELAP Dual Certification – A [LINK](#) to Dec 13, 2018 ELTAC Meeting Packet was included in the Packet. POTWs have proposed a dual track certification scheme. The Executive Director gave an overview noting that ELAP is going forward with new regulations requiring TNI standards be used for accreditation.

Agenda **Item 27** - Discussion: Succession Plan Update – A copy of the updated BACWA Succession Plan was included in the Packet. The Assistant Executive Director noted the changes are highlighted on the document.

Agenda **Item 28** - Discussion: Conference Call Software - GoToMeeting – The Regulatory Program Manager notified the Board that BACWA has a new Conference Calling Software they are using. It will be available for use by BACWA Consulting staff and Committee leaders.

REPORTS

Agenda **Item 29** – Committee Reports – BACWA Committee Reports were included in the Packet.

AIR Committee: No meeting.

BAPPG Committee: A report from the December 5, 2018 meeting was included in the Packet.

Biosolids Committee: No meeting

Collections Committee: A report from the November 29, 2018 meeting was included in the Packet.

Lab Committee: Reports from the November 14, and December 12, 2018 meetings were included in the Packet.

Operations & Maintenance – InfoShare Group: No meeting.

Permits Committee: No meeting.

Pretreatment Committee: A report from the October 30, 2018 meeting was included in the Packet.

Recycled Water Committee: No meeting.

Agenda **Item 30** - 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: SFEI and 5 Gyres are developing a microplastics policy advisory committee. They are also looking for representation from other industries. The next meeting is in March 2019. Outreach materials can be found [HERE](#) and [HERE](#).

EBMUD: No report.

Central Contra Costa County: No report.

San Francisco: No report.

San Jose: No report.

Delta Diablo: No report.

Napa San: No report.

Palo Alto: No report.

Fairfield Suisun: No report.

San Mateo: No report.

City of Petaluma: No report.

SVSD: No report.

DSRSD: No report.

Agenda **Item 31** - The **Executive Director's (ED) Report** for November 2018, along with the Board Calendar, and BACWA Action Items, were included in the Packet. It was noted that 53 of 57 action items from FY19 have been completed.

Agenda **Item 32** - The **Regulatory Program Manager (RPM) Report** for November 2018 was included in the Packet.

Agenda **Item 33 - 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, Nirmela Arsem – A Summary of the December 13, 2018 TRC meeting was included in the Packet.
- 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 – No report.
- e. Nutrient Governance Steering Committee: Eric Dunlavey; Eileen White; Bhavani Yerrapotu; Lori Schectel – No report.
 - i. Nutrient Planning Subgroup: Eric Dunlavey
 - iii. 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 – No report.
- 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 – No report.
- s. CPSC Policy Education Advisory Committee – Doug Dattawalker – No report.
- t. California Ocean Protection Council – Lorien Fono – No report.

Agenda **Item 34 - SUGGESTIONS FOR FUTURE AGENDA ITEMS.** None.

ANNOUNCEMENTS:

The next regular meeting of the Board is scheduled for **February 15, 2019 from 9:00 am to 12:30 pm at SFPUC, 13th Floor, Hetch Hetchy Room, 525 Golden Gate Ave, San Francisco, CA.**

The BACWA Annual Meeting is scheduled for **January 11, 2019 at the Scottish Rite Center, 1547 Lakeside Drive, Oakland, CA from 8:30 am to 3:00 pm.**

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

The meeting adjourned at 12:41 pm.



MONTHLY FINANCIAL SUMMARY REPORT December 2018

Fund Balances

In FY 19 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 December 31, 2018 was \$1,533,270 which is significantly higher than the target reserve of \$191,875 which is intended to cover 3 months of normal operating expenses based on the BACWA FY19 Budget. \$337,468 of the ending fund balance is shown on the December 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. This leaves an actual unobligated excess funds of \$1,003,927 (i.e. actual fund balance of \$1,195,802 less target reserves) as of December 31, 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 December 31, 2018 was \$1,933,668 which is significantly higher than the target reserve of \$1,000,000 which was approved by the BACWA Executive Board on December 21, 2018. \$139,192 of the ending balance is obligated to meet line item expenses for completion of the Optimization/Upgrade Studies contract, the Chlorine Residual BPA work, and for technical support. This leaves an actual unobligated excess funds of \$794,476 (i.e. actual fund balance of \$1,794,476 less target reserves) as of December 31, 2018. Total Disbursements for FY19 from the CBC Fund include the Nutrient Voluntary Contribution of \$200,000 and the Nutrient Watershed Permit payment of \$880,000. In addition, an unscheduled advance payment of \$200,000 was made in December 2018 towards the FY20 Nutrient Watershed Permit requirement. 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. If needed, transfers can be made between the BACWA Fund and the CBC Fund in order to ensure adequate funds are available to complete all the work designated to be paid for by these two funds. It is 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 December 31, 2018, 2018 (50% of the FY) are at 100% due primarily to timing of invoices, and to timing of interest received. The FY19 BACWA invoices were sent at the end of July 2018 and the end of August 2018.



MONTHLY FINANCIAL SUMMARY REPORT
December 2018

Overall Expenses as of December 31, 2018 (50% of the FY) are at 84% due to the timing of the Nutrient Surcharge contributions required by the Nutrient Watershed Permit, voluntary contributions to support additional science, and an advance payment for the FY20 Nutrient Surcharge contribution.

Those needing additional explanation (i.e. either 10% over or under budget) are:

Administration: This category is 22.50% expended at 50% of the FY due to the timing of invoices.

Communication: This category is 36% expended at 50% of the FY due primarily to timing of invoices.

Legal: This category is 0% expended at 50% of the FY due to no need for legal support to date.

Committees: This category is 32% expended at 50% of the FY due to timing of invoices.

Collaboratives: This category is 22% expended at 50% of the FY due to timing of invoices.

Technical Support: This category is 104% expended at 50% of the FY due to the timing of the Nutrient Contributions.

NOTE: One Alternative Investment holding matured in May, 2018 in the amount of \$140,000. Another holding matured in October, 2018 in the amount of \$165,000. Based on information about interest rates and size of holdings obtained from the Investment division of EBMUD, staff recommended that the \$140,000 be kept in cash until the entire \$300,000 could be invested in a 3-year maturity. EBMUD's Investment Department, at BACWA staff direction, invested the \$300,000 in a 3-year maturity which will be reflected in the December Treasurer's Reports.

FOLLOW UP NOTE: BACWA has been informed by EBMUD's Investment division that the Alternative Investment in the amount of \$300,000 purchased in December 2018 has been called in January 2019. It will be replaced in February, 2019.



50% of
Budget

<u>BACWA FY19 BUDGET</u>	<u>Line Item Description</u>	<u>FY 2019 Budget</u>	<u>Actuals Dec 2018</u>	<u>Actual % of Budget Dec 2018</u>	<u>Variance</u>	<u>NOTES</u>
REVENUES & FUNDING						
Dues	Principals' Contributions	\$496,837	\$496,835	100.00%	-\$2	FY19: 2% increase. (Diff due to rounding error)
	Associate & Affiliate Contributions	\$182,144	\$169,906	93.28%	-\$12,238	FY19: 2% increase. Assoc: \$8,090; Affiliate: \$1,600. 1 Coll Syst cancelled.
Fees	Clean Bay Collaborative	\$675,000	\$657,980	97.48%	-\$17,020	Prin: \$450,000; Assoc/Affil: \$225,000
	Nutrient Surcharge	\$800,000	\$779,522	97.44%	-\$20,478	Prin: \$533,335; Assoc/Affil: \$266,673
	Member Voluntary Nutrient Contributions	\$0	\$0		\$0	
Other Receipts	AIR Non-Member	\$6,800	\$6,800	100.00%	\$0	FY19: 5% increase (Santa Rosa)
	BAPPG Non-Members	\$3,800	\$3,801	100.03%	\$1	FY19: 2% increase (Sta Rosa, Sac Reg'l, Vacaville)
	Other	\$0	\$55,000		\$55,000	Biosolids & Climate Change Research in Agricultural Soils Project (Addl \$30k received in FY18)
Fund Transfer	Special Program Admin Fees	\$5,000	\$0	0.00%	-\$5,000	FY19: BACWWE increase in FY19 , may include Prop 84 Admin Fees for FY16, FY17, FY18, FY19 when closed out
Interest Income	LAIF	\$20,000	\$23,121	115.61%	\$3,121	BACWA, Legal, & CBC Funds invested in LAIF
	Higher Yield Investments	\$9,000	\$5,708	63.42%	-\$3,292	Alternative Investment Interest (Legal & CBC Funds invested in AltInv)
	Total Revenue	\$2,198,581	\$2,198,673	100.00%	\$92	
BACWA FY18 BUDGET						
<u>BACWA FY18 BUDGET</u>	<u>Line Item Description</u>	<u>FY 2019 Budget</u>	<u>Actuals Dec 2018</u>	<u>Actual % of Budget Dec 2018</u>	<u>Variance</u>	<u>NOTES</u>
EXPENSES						
Labor						
	Executive Director	\$201,682	\$100,841	50.00%	-\$100,841	2.9% CPI (SF/Oakland/San Jose Metro Area Dec 2017)
	Assistant Executive Director	\$90,526	\$46,635	51.52%	-\$43,891	2.9% CPI (SF/Oakland/San Jose Metro Area Dec 2017)
	Regulatory Program Manager	\$119,815	\$49,075	40.96%	-\$70,740	2.9% CPI (SF/Oakland/San Jose Metro Area Dec 2017)
	Total	\$412,023	\$196,551	47.70%	-\$215,472	
Administration						
	EBMUD Financial Services	\$40,800	\$6,615	16.21%	-\$34,185	FY19: 2% increase
	Auditing Services (Maze)	\$6,426	-\$67	-1.04%	-\$6,493	FY19: \$6,300 Accrued from FY18 to FY19, less \$1,870, \$3,740 & \$623 paid for FY18
	Administrative Expenses	\$7,650	\$2,436	31.84%	-\$5,214	Travel, Supplies, Parking, Mileage, Tolls, Misc.
	Insurance	\$4,590	\$4,393	95.71%	-\$197	FY19: 2% increase
	Total	\$59,466	\$13,377	22.50%	-\$46,089	
Meetings						
	EB Meetings	\$2,550	\$734	28.78%	-\$1,816	FY19: 2% increase. Catering, Venue, other expenses
	Annual Meeting	\$10,200	\$9,413	92.28%	-\$787	FY19: 2% increase. Catering, Venue, other expenses. (Venue paid in full)
	Pardee	\$6,120	\$5,608	91.63%	-\$512	FY19: 2% increase. Catering, Venue, other expenses
	Misc. Meetings	\$5,100	\$4,085	80.10%	-\$1,015	FY19: 2% increase. Hol & Comm Chair Lunch, Staff Mtgs, Fin Comm, Summit Ptnrs, CASA, NACWA Tech WS, Low Flow WS
	Total	\$23,970	\$19,840	82.77%	-\$4,130	
Communication						
	Website Hosting (Computer Courage)	\$600	\$600	100%	\$0	
	File Storage (Box.net)	\$750	\$720	96%	-\$30	
	Website Development/Maintenance	\$1,500	\$0	0%	-\$1,500	Domains, website changes
	IT Support (As Needed)	\$2,600	\$180	7%	-\$2,420	
	Other Commun (MS, SM, Backup, PollEv)	\$1,500	\$1,026	68%	-\$474	MS Exchange, Survey Monkey, CrashPlanPro, Carbonite, Doodle Polls, PollEv
	Total	\$6,950	\$2,526	36%	-\$4,424	

FY 2019
BACWA BUDGET

EXPENSES						
Legal						
	Regulatory Support	\$2,601	\$0	0%	-\$2,601	FY19: 2% increase
	Executive Board Support	\$2,091	\$0	0%	-\$2,091	FY19: 2% increase
	Total	\$4,692	\$0	0%	-\$4,692	
Committees						
	AIR	\$51,000	\$16,183	32%	-\$34,817	Lunches included in budget but not in Carollo agreement
	BAPPG	\$100,000	\$53,005	53%	-\$46,995	Includes CPSC @ \$10,000 and Pest. Reg Spt. @ \$15,000
	Biosolids Committee	\$3,100	\$206	7%	-\$2,894	Includes WEF Conf
	Collections System	\$1,000	\$0	0%	-\$1,000	
	InfoShare Groups	\$1,200	\$173	14%	-\$1,027	funds for 2 workgroups (Asset Mgmt & O&M - Asset Mgmt on hiatus)
	Laboratory Committee	\$6,100	\$0	0%	-\$6,100	Includes Tech Conf. & training funds
	Permits Committee	\$1,000	\$556	56%	-\$444	
	Pretreatment	\$7,500	\$0	0%	-\$7,500	Includes training funds & Factsheet not expended in FY18
	Recycled Water Committee	\$1,000	\$0	0%	-\$1,000	
	Misc Committee Support	\$45,000	\$0	0%	-\$45,000	\$10,000 increase in FY19
	Manager's Roundtable	\$1,000	\$111	11%	-\$889	
	Total	\$217,900	\$70,234	32%	-\$147,666	
Collaboratives						
	Collaboratives					
	State of the Estuary (SFEP-biennial)	\$20,000	\$0	0%	-\$20,000	Biennial in Odd Fiscal Years. (Paid biennially in odd years for even year conference)
	Arleen Navarret Award	\$0	\$1,000		\$1,000	Biennial in Even Fiscal Years (FY18 Budgeted Amount paid in FY19)
	FWQC (Fred Andes)	\$7,500	\$0	0%	-\$7,500	Dues unchanged in FY19
	Stanford ERC (ReNUWit)	\$10,000	\$0	0%	-\$10,000	
	Misc	\$5,000	\$8,396	168%	\$3,396	BayCAN FY19 Annual Membership (\$1,500), Cerio Tox Whitepaper (\$6,796), SFEI ED Donation (\$100)
	Total	\$42,500	\$9,396	22%	-\$33,104	
Other						
	Unbudgeted Items					
	Other	\$0	\$85,000		\$85,000	Biosolids & Climate Change Research in Agricultural Soils Project (\$30k rec'd in FY18, \$55k rec'd in FY19)
		\$0	\$85,000		\$85,000	
Tech Support						
	Technical Support					
	Nutrients					
	Watershed	\$880,000	\$1,080,000	123%	\$200,000	Includes Adv Funding of FY20 payment. \$200k paid in Dec 2018
	NMS Voluntary Contributions	\$200,000	\$200,000	100%	\$0	
	Additional work under permit	\$100,000	\$7,132	7%	-\$92,868	Increased at Board's request (LimnoTech, HDR add'l SOW's in FY19 - 2 Amendments)
	Opt/Upgrade/Annual Reporting Studies	\$25,000	\$21,652	87%	-\$3,348	FY19: Balance remaining on agreement at end of FY18 (Actual \$25,652.20)
	Member Voluntary Nutrient Contributions	\$0	\$0		\$0	
	Nutrient Workshop(s)	\$20,000	\$0	0%	-\$20,000	Pilot Studies/Plant Review/Innovative Technologies
	General Tech Support	\$51,000	\$27,272	53%	-\$23,728	FY19: 2% increase. EOA ChlResidBPA continues into FY19
	Risk Reduction	\$10,000	\$0	0%	-\$10,000	\$50,000 over 5 years (FY19-FY23) 2 Contracts for \$25,000 each over FY19, 20, & 21
	Total	\$1,286,000	\$1,336,056	104%	\$50,056	
	TOTAL EXPENSES	\$2,053,501	\$1,732,980	84%	-\$320,521	
	NET INCOME BEFORE TRANSFERS	\$145,080	\$465,693			
	TRANSFERS FROM RESERVES	\$0				
	NET INCOME AFTER TRANSFERS	\$145,080				



Bay Area Clean Water Agencies

A Joint Powers Public Agency

Leading the Way to Protect our Bay

December 31st, 2018

MEMO TO: Bay Area Clean Water Agencies Executive Board

MEMO FROM: D. Scott Klein, Controller, East Bay Municipal Utility District

SUBJECT: Fifth Month FY 2019 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, 2018 through November 30, 2018** (five months of Fiscal Year 2019). 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 November 30, 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	1,186,598	736,952	238,024	1,685,527	393,580	1,291,947
804	LEGAL RSRV	300,000	-	-	300,000	-	300,000
805	CBC	1,814,647	1,454,029	1,119,415	2,149,261	150,833	1,998,428
	SUBTOTAL 1	3,301,245	2,190,981	1,357,439	4,134,787	544,413	3,590,375
810	WOT	208,214	138,000	600	345,613	-	345,613
	SUBTOTAL 2	208,214	138,000	600	345,613	-	345,613
811	PRP84	117,907	330,736	-	448,643	-	448,643
	SUBTOTAL 3	117,907	330,736	-	448,643	-	448,643
	GRAND TOTAL	3,627,367	2,659,718	1,358,039	4,929,044	544,413	4,384,632

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	1,186,598	736,952	238,024	1,685,527	18,356	1,703,882	990,543	713,339	32%	-	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	1,814,647	1,454,029	1,119,415	2,149,261	-	2,149,261	-	1,549,261	68%	600,000	ME2, YR0	priority # 2 for allocation
	SUBTOTAL 1	3,301,245	2,190,981	1,357,439	4,134,787	18,356	4,153,143	990,543	2,262,600	100%	900,000		
810	WOT	208,214	138,000	600	345,613	-	345,613	345,613	-	0%	-		pass-through funds, no allocation
	SUBTOTAL 2	208,214	138,000	600	345,613	-	345,613	345,613	-	0%	-		
811	PRP84	117,907	330,736	-	448,643	-	448,643	448,643	-	0%	-		pass-through funds, no allocation
815	PRP50	-	-	-	-	-	-	-	-	0%	-		pass-through funds, no allocation
	SUBTOTAL 3	117,907	330,736	-	448,643	-	448,643	448,643	-	0%	-		
	GRAND TOTAL	3,627,367	2,659,718	1,358,039	4,929,044	18,356	4,947,400	1,784,800	2,262,600		900,000		

Reconciliation to Trial Balance - accrual basis

Per Report above:

General	2,190,981
WOT	138,000
PROP	330,736
subtotal	2,659,718

Billings-Pending Receipts

4686	Mem Contrib	28,770
4687	Transfer	-
4690	Assoc Contrib	16,415
4696	Other	(359,962)
4731	State Grant	330,736
4732	Grant Retention	36,748
subtotal		52,707

Trial Balance Revenue Accounts

4411	Interest	(28,828)
4686	Mem Contrib	(1,320,835)
4687	Transfer	-
4690	Assoc Contrib	(184,678)
4696	Other	(810,599)
4731	State Grant	(330,736)
4732	Grant Retention	(36,748)
subtotal		(2,712,425)
Difference		-

BACWA Revenue Report as of November 30, 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	0408511	Administrative & General	-	-	-	-	-	-	-	-	-
800	BACWA	1011099	BDO Member Contributions	496,837	-	-	-	-	496,835	-	496,835	2
800	BACWA	1011108	BDO Other Receipts	-	-	-	-	-	-	-	-	-
800	BACWA	1011109	BDO Fund Transfers	5,000	-	-	-	-	-	-	-	5,000
800	BACWA	1011117	BDO- Interest Income from LAIF	20,000	-	-	-	-	-	9,453	9,453	10,547
800	Bay Area Clean \	1011133	BDO Assoc.&Affiliate Contr	182,144	-	1,643	-	-	168,263	-	168,263	13,881
800	Bay Area Clean \	1014251	BDO Non-Member Contr BAPPG	3,800	-	-	-	-	3,801	-	3,801	(1)
800	BACWA	1014252	BDO Non-Member Contr AIR	6,800	-	-	-	-	6,800	-	6,800	-
800	BACWA	1014511	BDO-Alternative Investment Inc	9,000	1,800	-	-	1,800	-	-	1,800	7,200
800	BACWA	1015005	Biosolids&ClimateRschn-OtrRcpts	-	-	-	-	-	50,000	-	50,000	(50,000)
BACWA TOTAL				723,581	1,800	1,643	-	1,800	725,699	9,453	736,952	(13,371)
805	Clean Bay Collab	1011099	BDO Member Contributions	675,000	-	750	-	-	657,230	-	657,230	17,770
805	Clean Bay Collab	1011108	BDO Other Receipts	800,000	-	-	-	-	779,224	-	779,224	20,776
805	Clean Bay Collab	1014511	BDO-Alternative Investment Inc	-	3,000	-	-	3,908	-	-	3,908	(3,908)
805	WQA-CBC	1011117	BDO- Interest Income from LAIF	-	-	-	-	-	-	13,668	13,668	(13,668)
805	WQA-CBC	1014528	BDO-Voluntary Nutrient Contrib	-	-	-	-	-	-	-	-	-
WQA CBC TOTAL				1,475,000	3,000	750	-	3,908	1,436,454	13,668	1,454,029	20,971
TOTAL				2,198,581	4,800	2,393	-	5,708	2,162,153	23,121	2,190,981	7,600

	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 - Wtr/Wwtr	1011099	BDO Member Contributions	-	-	-	-	-	138,000	-	138,000	(138,000)
810	WOT	1011108	BDO Other Receipts	-	-	-	-	-	-	-	-	-
810	WOT	1011117	BDO- Interest Income from LAIF	-	-	-	-	-	-	-	-	-
WOT TOTAL				-	-	-	-	-	138,000	-	138,000	(138,000)

	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			-	-	330,736	-	-	330,736	-	330,736	(330,736)
PROP TOTAL				-	-	330,736	-	-	330,736	-	330,736	(330,736)

Grand Total				2,198,581	4,800	333,129	-	5,708	2,630,889	23,121	2,659,718	(461,137)
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BACWA Expense Detail Report as of November 30, 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	201,682	(16,807)	16,807			134,455	67,227	-	-	201,682	-
AS-Assistant Executive Directo	1011124	90,526	(7,649)	7,649			51,434	39,092	-	-	90,526	-
AS-Regulatory Program Manager	1011149	119,815	-	-	-	-	79,798	40,017	-	-	119,815	-
ADMINISTRATION												
AS-EBMUD Financial Services	1011125	40,800	-	-	-	-	34,185	6,615	-	-	40,800	-
AS-Audit Services	1014512	6,426	-	-	-	-	-	1,870	4,363	(6,300)	(67)	6,493
AS-BACWA Admin Expense	1011118	7,650	-	-	409	-	-	-	1,711	-	1,711	5,939
AS-Insurance	1011126	4,590	-	-	-	-	-	-	4,393	-	4,393	197
MEETINGS												
GBS-Meeting Support-Exec Bd	1014513	2,550	-	-	267	-	2,313	237	496	-	3,046	(496)
GBS-Meeting Support-Annual	1014514	10,200	-	-	-	-	-	-	4,300	-	4,300	5,900
GBS-Meeting Support-Pardee	1014515	6,120	-	-	-	-	-	-	1,104	-	1,104	5,016
GBS-Meeting Support-Misc	1014516	5,100	-	-	594	-	-	-	3,972	-	3,972	1,128
GBS- Meeting Support	1011122	-	-	-	-	-	-	-	-	-	-	-
COMMUNICATION												
CAR-BACWA Website Hosting	1014517	750	-	-	-	-	-	-	600	-	600	150
CAR-BACWA File Storage	1014518	1,500	-	-	720	-	-	-	720	-	720	780
CAR-BACWA IT Support	1014519	2,600	-	-	-	-	2,420	180	-	-	2,600	-
CAR-BACWA IT Software	1014520	1,500	-	-	323	-	-	-	589	-	589	911
CAR-BACWA Website Dev/Maint	1011116	600	-	-	-	-	-	-	-	-	-	600
LEGAL												
LS-Regulatory Support	1011107	2,601	-	-	-	-	2,601	-	-	-	2,601	-
LS-Executive Board Support	1011110	2,091	-	-	-	-	2,091	-	-	-	2,091	-
COMMITTEES												
AIR-Air Issues&Regulation Grp	1014253	51,000	(2,427)	2,427	253	-	36,073	13,927	663	-	50,663	337
BC-BAPPG	1011147	100,000	(5,477)	5,477	10,000	-	48,210	27,790	20,912	-	96,912	3,088
BC-Biosolids Committee	1011101	3,100	-	-	-	-	-	-	206	-	206	2,894
BC-Collections System	1011097	1,000	-	-	-	-	-	-	-	-	-	1,000
BC-InfoShare Groups	1011102	1,200	-	-	-	-	-	-	173	-	173	1,027
BC-Laboratory Committee	1011103	6,100	-	-	-	-	-	-	-	-	-	6,100
BC-Permit Committee	1011098	1,000	-	-	-	-	-	-	556	-	556	444
BC-Pretreatment Committee	1011146	7,500	-	-	-	-	-	-	-	-	-	7,500
BC-Water Recycling Committee	1011100	1,000	-	-	-	-	-	-	-	-	-	1,000
BC-Managers Roundtable	1014444	1,000	-	-	-	-	-	-	111	-	111	889
BC-Miscellaneous Committee Sup	1011104	45,000	-	-	-	-	-	-	-	-	-	45,000
COLLABORATIVES												
CAS-Arleen Navaret Award	1012201	-	-	-	-	-	-	-	1,000	-	1,000	(1,000)
CAS-FWQC	1012202	7,500	-	-	-	-	-	-	-	-	-	7,500
CAS-Stanford ERC	1011969	10,000	-	-	-	-	-	-	-	-	-	10,000
CAS-CWCCG	1011148	-	-	-	-	-	-	-	-	-	-	-
CAS-PSSEP	1011112	20,000	-	-	-	-	-	-	-	-	-	20,000
CAS-Misc Collaborative Sup	1014521	5,000	-	-	1,500	-	-	-	1,500	-	1,500	3,500
BDO-Contract Expenses (PHARM)												
BDO-Contract Expenses (PHARM)	1014551	-	-	-	-	-	-	-	-	-	-	-
BACWA TOTAL		767,501	(32,360)	32,360	14,067	-	393,580	196,955	47,368	(6,300)	631,604	135,897
TECH SUPPORT												
WQA-CE Addl Work Under Permit	1014254	100,000	-	-	-	-	79,279	7,132	-	-	86,410	13,590
WQA-CE-Technical Support	1011127	51,000	-	-	-	-	67,554	10,632	-	-	78,186	(27,186)
WQA-CE CASA Chem of Concern	1011128	-	-	-	-	-	-	-	-	-	-	-
WQA-CE Opt-Upgrade Studies	1014255	25,000	-	-	-	-	4,000	21,652	-	-	25,652	(652)
WQA-CE Risk Reduction	1014023	10,000	-	-	-	-	-	-	-	-	-	10,000
WQA-CE-Nutrient WS Permit Comm	1014021	880,000	-	-	-	-	-	-	880,000	-	880,000	-
WQA-CE-Program Mgmt	1011131	-	-	-	-	-	-	-	-	-	-	-
WQA-CE Voluntary Nutr Contrib	1014529	200,000	-	-	-	-	-	-	200,000	-	200,000	-
Member Voluntary Nutrient Contl	1015014	-	-	-	-	-	-	-	-	-	-	-
Nutrient Workshops	1015015	20,000	-	-	-	-	-	-	-	-	-	20,000
TECH SUPPORT (CBC) TOTAL		1,286,000	-	-	-	-	150,833	39,415	1,080,000	-	1,270,248	15,752
GRAND TOTAL		2,053,501	(32,360)	32,360	14,067	-	544,413	236,370	1,127,368	(6,300)	1,901,852	151,649
							TOTAL	(1,357,439)				
WOT												
Administrative Support	1011142	-	-	-	-	-	-	-	-	-	-	-
BDO Contract Expenses	1011143	-	-				-	-	600	-	600	(600)
		-	-	-	-	-	-	-	600	-	600	(600)
GRAND TOTAL (BDO, CBC, WOT)		2,053,501	(32,360)	32,360	14,067	-	544,413	236,370	1,127,969	(6,300)	1,902,452	151,049

BACWA Revenue Report as of November 30, 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	-	-	9,755	-	-	9,755	-	9,755	(9,755)
811	Prop84BayAreaIntegRegnlWtrMgmt	1011691	Water Efficient Landscape Reba	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011705	Regional Green Infrastructure	-	-	194,925	-	-	194,925	-	194,925	(194,925)
811	Prop84BayAreaIntegRegnlWtrMgmt	1011706	Hacienda Ave Green St Improvem	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011707	WQ Improve Flood Mgmt & EP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011911	Stream Restoration w/Schools i	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012219	Flood Infrastructure Mapping T	-	-	102,404	-	-	102,404	-	102,404	(102,404)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012220	Stormwater Improvements & PBP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012221	Richmond Shoreline & San PFP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012222	Pescadero Integrated FRAH	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012223	Restoration Guidance, San FC	-	-	14,657	-	-	14,657	-	14,657	(14,657)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012224	SF Estuary Steelhead MP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012225	Watershed Program Admnstrtn	-	-	8,995	-	-	8,995	-	8,995	(8,995)
PROP 84 TOTAL				-	-	330,736	-	-	330,736	-	330,736	(330,736)

Proposition 84 Expense Detail Report as of November 30, 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	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Hacienda Ave Green St Improvem	-	-	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Stormwater Improvements & PBP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Richmond Shoreline & San PFP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Pescadero Integrated FRAH	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Restoration Guidance, San FC	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	SF Estuary Steelhead MP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Stream Restoration in North BD	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Watershed Program Admnstrtn	-	-	-	-	-	-	-	-	-	-	-
PRP84 TOTAL			-	-	-	-	-	-	-	-	-	-	-



Bay Area Clean Water Agencies

A Joint Powers Public Agency

Leading the Way to Protect our Bay

January 30TH, 2019

MEMO TO: Bay Area Clean Water Agencies Executive Board

MEMO FROM: D. Scott Klein, Controller, East Bay Municipal Utility District

SUBJECT: Sixth Month FY 2019 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, 2018 through December 31, 2018** (six months of Fiscal Year 2019). 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 December 31, 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	1,186,598	743,595	396,923	1,533,270	337,468	1,195,802
804	LEGAL RSRV	300,000	-	-	300,000	-	300,000
805	CBC	1,814,647	1,455,077	1,336,056	1,933,668	139,192	1,794,476
	SUBTOTAL 1	3,301,245	2,198,672	1,732,979	3,766,938	476,660	3,290,278
810	WOT	208,214	138,000	600	345,613	-	345,613
	SUBTOTAL 2	208,214	138,000	600	345,613	-	345,613
811	PRP84	117,907	330,736	330,736	117,907	-	117,907
	SUBTOTAL 3	117,907	330,736	330,736	117,907	-	117,907
	GRAND TOTAL	3,627,367	2,667,409	2,064,316	4,230,459	476,660	3,753,799

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	1,186,598	743,595	396,923	1,533,270	340,322	1,873,592	944,660	928,932	41%	-		priority # 3 for allocation	
804	LEGAL RSRV	300,000	-	-	300,000	-	300,000	-	-	0%	300,000	AR5	priority # 1 for allocation	
805	CBC	1,814,647	1,455,077	1,336,056	1,933,668	-	1,933,668	-	1,333,668	59%	600,000	ME2, YR0	priority # 2 for allocation	
	SUBTOTAL 1	3,301,245	2,198,672	1,732,979	3,766,938	340,322	4,107,260	944,660	2,262,600	100%	900,000			
810	WOT	208,214	138,000	600	345,613	-	345,613	345,613	-	0%	-		pass-through funds, no allocation	
	SUBTOTAL 2	208,214	138,000	600	345,613	-	345,613	345,613	-	0%	-			
811	PRP84	117,907	330,736	330,736	117,907	-	117,907	117,907	-	0%	-		pass-through funds, no allocation	
815	PRP50	-	-	-	-	-	-	-	-	0%	-		pass-through funds, no allocation	
	SUBTOTAL 3	117,907	330,736	330,736	117,907	-	117,907	117,907	-	0%	-			
	GRAND TOTAL	3,627,367	2,667,409	2,064,316	4,230,459	340,322	4,570,781	1,408,181	2,262,600		900,000			

Reconciliation to Trial Balance - accrual basis

Per Report above:

General	2,198,672
WOT	138,000
PROP	330,736
subtotal	2,667,409

Billings-Pending Receipts

4686	Mem Contrib	28,020
4687	Transfer	-
4690	Assoc Contrib	14,772
4696	Other	(34,524)
4731	State Grant	-
4732	Grant Retention	36,748
subtotal		45,016

Trial Balance Revenue Accounts

4411	Interest	(28,828)
4686	Mem Contrib	(1,320,835)
4687	Transfer	-
4690	Assoc Contrib	(184,678)
4696	Other	(810,599)
4731	State Grant	(330,736)
4732	Grant Retention	(36,748)
subtotal		(2,712,425)
Difference		-

BACWA Revenue Report as of December 31, 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	0408511	Administrative & General	-	-	-	-	-	-	-	-	-
800	BACWA	1011099	BDO Member Contributions	496,837	-	-	-	-	496,835	-	496,835	2
800	BACWA	1011108	BDO Other Receipts	-	-	-	-	-	-	-	-	-
800	BACWA	1011109	BDO Fund Transfers	5,000	-	-	-	-	-	-	-	5,000
800	BACWA	1011117	BDO- Interest Income from LAIF	20,000	-	-	-	-	-	9,453	9,453	10,547
800	Bay Area Clean \	1011133	BDO Assoc.&Affiliate Contr	182,144	-	1,643	-	-	169,906	-	169,906	12,238
800	Bay Area Clean \	1014251	BDO Non-Member Contr BAPPG	3,800	-	-	-	-	3,801	-	3,801	(1)
800	BACWA	1014252	BDO Non-Member Contr AIR	6,800	-	-	-	-	6,800	-	6,800	-
800	BACWA	1014511	BDO-Alternative Investment Inc	9,000	-	-	-	1,800	-	-	1,800	7,200
800	BACWA	1015005	Biosolids&ClimateRsch-OtrRcpts	-	-	5,000	-	-	55,000	-	55,000	(55,000)
BACWA TOTAL				723,581	-	6,643	-	1,800	732,342	9,453	743,595	(20,014)
805	Clean Bay Collat	1011099	BDO Member Contributions	675,000	-	750	-	-	657,980	-	657,980	17,020
805	Clean Bay Collat	1011108	BDO Other Receipts	800,000	-	298	-	-	779,522	-	779,522	20,478
805	Clean Bay Collab	1014511	BDO-Alternative Investment Inc	-	-	-	-	3,908	-	-	3,908	(3,908)
805	WQA-CBC	1011117	BDO- Interest Income from LAIF	-	-	-	-	-	-	13,668	13,668	(13,668)
805	WQA-CBC	1014528	BDO-Voluntary Nutrient Contrib	-	-	-	-	-	-	-	-	-
WQA CBC TOTAL				1,475,000	-	1,048	-	3,908	1,437,502	13,668	1,455,077	19,923
TOTAL				2,198,581	-	7,691	-	5,708	2,169,844	23,121	2,198,672	(91)

	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 - Wtr/Wwtr	1011099	BDO Member Contributions	-	-	-	-	-	138,000	-	138,000	(138,000)
810	WOT	1011108	BDO Other Receipts	-	-	-	-	-	-	-	-	-
810	WOT	1011117	BDO- Interest Income from LAIF	-	-	-	-	-	-	-	-	-
WOT TOTAL				-	-	-	-	-	138,000	-	138,000	(138,000)

	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			-	-	-	-	-	330,736	-	330,736	(330,736)
PROP TOTAL				-	-	-	-	-	330,736	-	330,736	(330,736)

Grand Total				2,198,581	-	7,691	-	5,708	2,638,580	23,121	2,667,409	(468,828)
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BACWA Expense Detail Report as of December 31, 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	201,682	(33,614)	33,614	-	-	100,841	100,841	-	-	201,682	-
AS-Assistant Executive Directo	1011124	90,526	(7,544)	7,544	-	-	43,891	46,635	-	-	90,526	-
AS-Regulatory Program Manager	1011149	119,815	(9,058)	9,058	-	-	70,740	49,075	-	-	119,815	-
ADMINISTRATION												
AS-EBMUD Financial Services	1011125	40,800	-	-	-	-	34,185	6,615	-	-	40,800	-
AS-Audit Services	1014512	6,426	-	-	-	-	-	1,870	4,363	(6,300)	(67)	6,493
AS-BACWA Admin Expense	1011118	7,650	-	-	725	-	-	-	2,436	-	2,436	5,214
AS-Insurance	1011126	4,590	-	-	-	-	-	-	4,393	-	4,393	197
MEETINGS												
GBS-Meeting Support-Exec Bd	1014513	2,550	-	-	-	-	2,313	237	496	-	3,046	(496)
GBS-Meeting Support-Annual	1014514	10,200	-	-	5,113	-	-	-	9,413	-	9,413	787
GBS-Meeting Support-Pardee	1014515	6,120	-	-	4,504	-	-	-	5,608	-	5,608	512
GBS-Meeting Support-Misc	1014516	5,100	-	-	113	-	-	-	4,085	-	4,085	1,015
GBS- Meeting Support	1011122	-	-	-	-	-	-	-	-	-	-	-
COMMUNICATION												
CAR-BACWA Website Hosting	1014517	750	-	-	-	-	-	-	600	-	600	150
CAR-BACWA File Storage	1014518	1,500	-	-	-	-	-	-	720	-	720	780
CAR-BACWA IT Support	1014519	2,600	-	-	-	-	2,420	180	-	-	2,600	-
CAR-BACWA IT Software	1014520	1,500	-	-	437	-	-	-	1,026	-	1,026	474
CAR-BACWA Website Dev/Maint	1011116	600	-	-	-	-	-	-	-	-	-	600
LEGAL												
LS-Regulatory Support	1011107	2,601	-	-	-	-	2,601	-	-	-	2,601	-
LS-Executive Board Support	1011110	2,091	-	-	-	-	2,091	-	-	-	2,091	-
COMMITTEES												
AIR-Air Issues&Regulation Grp	1014253	51,000	(1,594)	1,594	-	-	34,480	15,520	663	-	50,663	337
BC-BAPPG	1011147	100,000	(4,304)	4,304	-	-	43,907	32,093	20,912	-	96,912	3,088
BC-Biosolids Committee	1011101	3,100	-	-	-	-	-	-	206	-	206	2,894
BC-Collections System	1011097	1,000	-	-	-	-	-	-	-	-	-	1,000
BC-InfoShare Groups	1011102	1,200	-	-	-	-	-	-	173	-	173	1,027
BC-Laboratory Committee	1011103	6,100	-	-	-	-	-	-	-	-	-	6,100
BC-Permit Committee	1011098	1,000	-	-	-	-	-	-	556	-	556	444
BC-Pretreatment Committee	1011146	7,500	-	-	-	-	-	-	-	-	-	7,500
BC-Water Recycling Committee	1011100	1,000	-	-	-	-	-	-	-	-	-	1,000
BC-Manager's Roundtable	1014777	1,000	-	-	-	-	-	-	111	-	111	889
BC-Miscellaneous Committee Sup	1011104	45,000	-	-	-	-	-	-	-	-	-	45,000
COLLABORATIVES												
CAS-Arleen Navaret Award	1012201	-	-	-	-	-	-	-	1,000	-	1,000	(1,000)
CAS-FWQC	1012202	7,500	-	-	-	-	-	-	-	-	-	7,500
CAS-Stanford ERC	1011969	10,000	-	-	-	-	-	-	-	-	-	10,000
CAS-CWCCG	1011148	-	-	-	-	-	-	-	-	-	-	-
CAS-PSSEP	1011112	20,000	-	-	-	-	-	-	-	-	-	20,000
CAS-Misc Collaborative Sup	1014521	5,000	-	-	6,896	-	-	-	8,396	-	8,396	(3,396)
BDO-Contract Expenses (PHARM)												
BDO-Contract Expenses (PHARM)	1014551	-	-	-	-	-	-	-	-	-	-	-
BIOSOLIDS & CLIMATE RESEARCH												
Biosolids&ClimateRsch-OtrRcpts	1015005	-	-	-	-	-	-	-	-	-	-	-
Biosolids&ClimateRsch-CntctExp	1015006	-	-	-	85,000	-	-	-	85,000	-	85,000	(85,000)
BACWA TOTAL												
		767,501	(56,112)	56,112	102,787	-	337,468	253,067	150,156	(6,300)	734,391	33,110
TECH SUPPORT												
WQA-CE Addl Work Under Permit	1014254	100,000	5,000	-	-	-	84,279	7,132	-	-	91,410	8,590
WQA-CE-Technical Support	1011127	51,000	(16,641)	16,641	-	-	50,914	27,272	-	-	78,186	(27,186)
WQA-CE CASA Chem of Concern	1011128	-	-	-	-	-	-	-	-	-	-	-
WQA-CE Opt-Upgrade Studies	1014255	25,000	-	-	-	-	4,000	21,652	-	-	25,652	(652)
WQA-CE Risk Reduction	1014023	10,000	-	-	-	-	-	-	-	-	-	10,000
WQA-CE-Nutrient WS Permit Comm	1014021	880,000	-	-	200,000	-	-	-	1,080,000	-	1,080,000	(200,000)
WQA-CE-Program Mgmt	1011131	-	-	-	-	-	-	-	-	-	-	-
WQA-CE Voluntary Nutr Contrib	1014529	200,000	-	-	-	-	-	-	200,000	-	200,000	-
Member Voluntary Nutrient Cont	1015014	-	-	-	-	-	-	-	-	-	-	-
Nutrient Workshops	1015015	20,000	-	-	-	-	-	-	-	-	-	20,000
TECH SUPPORT (CBC) TOTAL												
		1,286,000	(11,641)	16,641	200,000	-	139,192	56,056	1,280,000	-	1,475,248	(189,248)
GRAND TOTAL												
		2,053,501	(67,753)	72,753	302,787	-	476,660	309,123	1,430,156	(6,300)	2,209,639	(156,138)
WOT												
Administrative Support	1011142	-	-	-	-	-	-	-	-	-	-	-
BDO Contract Expenses	1011143	-	-	-	-	-	-	-	600	-	600	(600)
		-	-	-	-	-	-	-	600	-	600	(600)
GRAND TOTAL (BDO, CBC, WOT)												
		2,053,501	(67,753)	72,753	302,787	-	476,660	309,123	1,430,756	(6,300)	2,210,239	(156,738)

Proposition 84 Revenue Report as of December 31, 2018

DEPTID	DEPARTMENT	JOB	REVENUE TYPE	AMENDED BUDGET	CURRENT PERIOD			YEAR TO DATE				UNOBLIGATED
					Admin & General	Contributons	Interest, Transfers, Ot hers	Admin & General	Contributons	Interest, Transfers, O thers	ACTUAL	
811	Prop84BayAreaIntegRegnlWtrMgmt	1011117	BDO- Interest Income from LAIF	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011142	Administrative Support	-	-	-	-	-	9,755	-	9,755	(9,755)
811	Prop84BayAreaIntegRegnlWtrMgmt	1011691	Water Efficient Landscape Reba	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011705	Regional Green Infrastructure	-	-	-	-	-	194,925	-	194,925	(194,925)
811	Prop84BayAreaIntegRegnlWtrMgmt	1011706	Hacienda Ave Green St Improvem	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011707	WQ Improve Flood Mgmt & EP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011911	Stream Restoration w/Schools i	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012219	Flood Infrastructure Mapping T	-	-	-	-	-	102,404	-	102,404	(102,404)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012220	Stormwater Improvements & PBP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012221	Richmond Shoreline & San PFP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012222	Pescadero Integrated FRAH	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012223	Restoration Guidance, San FC	-	-	-	-	-	14,657	-	14,657	(14,657)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012224	SF Estuary Steelhead MP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012225	Watershed Program Admnstrtn	-	-	-	-	-	8,995	-	8,995	(8,995)
PROP 84 TOTAL				-	-	-	-	-	330,736	-	330,736	(330,736)

Proposition 84 Expense Detail Report as of December 31, 2018

DEPTID	DEPARTMENT	EXPENSE TYPE	AMENDED BUDGET	CURRENT PERIOD				YEAR TO DATE				OBLIGATED	UNOBLIGATED
				ENC	PV	DA	JV	ENC	PV	DA	JV		
811	Prop84BayArealIntegRegnlWtrMgmt	BDO Fund Transfers	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	Administrative Support	-	-	-	9,755	-	-	-	9,755	-	9,755	(9,755)
811	Prop84BayArealIntegRegnlWtrMgmt	BDO Contract Expenses	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	Regional Green Infrastructure	-	-	-	194,925	-	-	-	194,925	-	194,925	(194,925)
811	Prop84BayArealIntegRegnlWtrMgmt	Hacienda Ave Green St Improvem	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	Water Efficient LRP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	Bay Friendly Landscape TP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	Weather Based Irrigation Cntrl	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	High Efficiency Toilet & UR	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	High Efficiency Toilet & UI	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	High Efficiency Clothes Washrs	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	Napa Co. Rainwater HP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	Conservation Program Admin	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	Flood Infrastructure Mapping T	-	-	-	102,404	-	-	-	102,404	-	102,404	(102,404)
811	Prop84BayArealIntegRegnlWtrMgmt	Stormwater Improvements & PBP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	Richmond Shoreline & San PFP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	Pescadero Integrated FRAH	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	Restoration Guidance, San FC	-	-	-	14,657	-	-	-	14,657	-	14,657	(14,657)
811	Prop84BayArealIntegRegnlWtrMgmt	SF Estuary Steelhead MP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	Stream Restoration in North BD	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayArealIntegRegnlWtrMgmt	Watershed Program Admnstrtn	-	-	-	8,995	-	-	-	8,995	-	8,995	(8,995)
PRP84 TOTAL			-	-	-	330,736	-	-	-	330,736	-	330,736	(330,736)



BACWA EXECUTIVE BOARD ACTION REQUEST

AGENDA NO.: 3

FILE NO.: 19-32

MEETING DATE: Feb 15, 2019

TITLE: Request for Board Approval of BACWA Policy BFP – 2.03 BACWA Contracting

☐ RECEIPT ☐ DISCUSSION ☐ RESOLUTION ☒ APPROVAL

RECOMMENDED ACTION

Approve BACWA Policy BFP – 2.03 BACWA Contracting that outlines the BACWA authority to make and enter into contracts.

SUMMARY:

Pursuant to Section 4 of the Joint Powers Agreement, BACWA has the authority to make and enter into contracts for the conduct of its business. This Policy establishes guidance for exercising BACWA's contracting authority.

FISCAL IMPACT

No fiscal impact to BACWA.

ALTERNATIVES

This action does not require consideration of alternatives.

Attachment; BACWA Policy BFP – 2.03

Approved:

Date: February 15, 2019

Lori Schectel, Chair
BACWA Executive Board



BACWA BOARD POLICIES

POLICY NUMBER: BFP – 2.03

NAME OF POLICY: Contracting

LAST REVISED:

PREVIOUSLY LAST REVISED: November 15, 2013

PURPOSE: Pursuant to Section 4 of the Joint Powers Agreement, BACWA has the authority to make and enter into contracts for the conduct of its business. This Policy establishes guidance for ~~exercising use of~~ BACWA's contracting authority.

POLICY

BACWA will accomplish its Mission through a combination of member agency staff volunteers and, when needed, professional services contracts.

When entering into contracts, BACWA will seek services from firms that reflect the public constituency of the BACWA participating agencies.

Contractors for needed services will periodically be selected through a competitive, qualification-based process. When services are anticipated to be annual on-going services, the goal is to conduct a competitive selection process at least every three ~~to~~ five years unless there is an overriding benefit associated with continuity of maintaining the same provider of services, such as Executive Director, Assistant Executive Director and Regulatory Program Manager.

Contracts should be aligned with the BACWA budget.

2. Regional Evaluation of Potential Nutrient Discharge Reduction by Natural Systems

The major Dischargers listed in Table 1 shall, individually or in collaboration with other regional stakeholders, evaluate options and develop planning-level costs for nutrient discharge reduction by natural systems as described below. These requirements do not apply to the minor Dischargers listed in Table 1.

a. Scoping Plan. By December 1, 2019, the Dischargers shall, individually or in collaboration with regional stakeholders, submit a Scoping Plan describing the level of work proposed to conduct the evaluation. The Scoping Plan shall include, but is not limited to, the following for each Discharger's facility and subembayment:

- Description of all treatment plants, treatment plant processes, and service area;
- Identification of sites, if any, for potential wetlands treatment systems;
- Identification of sites, if any, for potential wetlands creation or enhancement;
- Identification of sites, if any, for potential horizontal levee creation; and
- Identification of any of the above sites that are associated with a defined Operational Landscape Unit.¹

b. Evaluation Plan and Implementation. ~~The identification of all potential sites where nutrient reduction using natural systems appears feasible should be concluded by December 2020. Concurrent with the identification process, an Evaluation Plan describing how identified sites will be evaluated should be prepared. For all each If a Discharger identifies potential sites identified, it shall proceed with an evaluation shall be conducted for the relevant its facility and subembayment. By July 1, 2020, the Dischargers shall, individually or in collaboration with regional stakeholders, submit thean Evaluation Plan that describes the and schedule describing the methods and means for conducting an the evaluation.~~ The evaluation shall include, but not be limited to, the following tasks:

- Estimation of nitrogen (total inorganic nitrogen) and phosphorous (total phosphorous) discharge reductions associated with each project or associated Operational Landscape Unit;
- Identification of ancillary adverse effects and ancillary benefits from each project (e.g., removal of emerging contaminants, creation of habitat, or protection against sea level rise) or associated Operational Landscape Unit;

¹ Operational Landscape Units are delineated areas that provide specific ecosystem functions and services within the natural and built environment.
Definition by San Francisco Estuary Institute and SPUR, Operational Landscape Units for San Francisco Bay Approach Document, Revised January 2018, page 3.

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- Assessment of the feasibility, efficacy, reliability, and cost-effectiveness of each project; and
- Identification of potential challenges to implementing each project (~~including e.g.,~~ regulatory barriers).

The Dischargers shall ~~start implementing~~ implement the Evaluation Plan tasks ~~for each identified site~~ within 45 days of submittal ~~of the Evaluation Plan~~.

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- Status Reports.** By July 1, 2021, and again by July 1, 2022, the Dischargers shall submit, or cause to be submitted, a status report describing the tasks completed, preliminary findings, and tasks yet to be completed for each site identified, highlighting any adaptive changes made to the Evaluation Plan submitted in accordance with task b, above.
- Final Status Report.** By July 1, 2023, the Dischargers shall submit, or cause to be submitted, a Final Status Report describing the tasks completed and findings for each site identified. The Final Status Report shall also identify any remaining tasks or barriers for implementing an identified project.

3. Regional Evaluation of Potential Nutrient Discharge Reduction by Water Recycling

The major Dischargers listed in Table 1 shall, individually or in collaboration with other regional stakeholders, evaluate options and develop planning-level costs for nutrient discharge reduction by water recycling as described below. These requirements do not apply to the minor Dischargers listed in Table 1.

- Scoping Plan.** By December 1, 2019, the Dischargers shall, individually or in collaboration with regional stakeholders, submit a Scoping Plan describing the level of work proposed to conduct the evaluation. The Scoping Plan shall include, but is not limited to, the following for each Discharger's facility and subembayment:
 - Description of all treatment plants, treatment plant processes, and service area; and
 - Identification of opportunities for potential wastewater recycling (~~e.g., for irrigation~~).
- Evaluation Plan and Implementation.** If a Discharger identifies opportunities, it shall proceed with an evaluation for its facility and subembayment. By July 1, 2020, the Discharger shall, individually or in collaboration with regional stakeholders, submit an Evaluation Plan and schedule describing the methods and means for conducting the evaluation of any site that may be identified during the implementation of the Scoping Plan. The evaluation shall include, but not be limited to, the following tasks:

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- Estimation of nitrogen (total inorganic nitrogen) and phosphorous (total phosphorous) discharge reductions associated with each recycled water opportunity;
- Identification of ancillary adverse effects and ancillary benefits from each project (e.g., reduction of natural water resource diversion, reduction of potable water demand, or reduction of chemical fertilizer reliance);
- Assessment of the feasibility, efficacy, reliability, and cost-effectiveness of each opportunity; and
- Identification of potential challenges to implementing each opportunity (~~including e.g.,~~ regulatory barriers).

The Dischargers shall start implementing the Evaluation Plan tasks within 45 days of submittal.

- c. **Status Reports.** By July 1, 2021, and again by July 1, 2022, the Dischargers shall submit, or cause to be submitted, a status report describing the tasks completed, preliminary findings, and tasks yet to be completed for each Discharger that identified water recycling opportunities, highlighting any adaptive changes made to the Evaluation Plan submitted in accordance with task b, above. Status reports may be combined with status reports for Provision VI.C.2, above.
- d. **Final Report.** By July 1, 2023, the Dischargers shall submit, or cause to be submitted, a Final Report describing the results of their evaluations.

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Sherry Hull

From: David Williams
Sent: Tuesday, January 29, 2019 11:46 AM
To: Mumley, Thomas@Waterboards
Cc: Schlipf, Robert@Waterboards; Johnson, Bill@Waterboards; James Parrish; Sherry Hull; Lorien Fono
Subject: FW: FW: Update on the NMS Science Plan
Attachments: NMS_FY19_ProgramPlan_Core_and_Projects.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Dear Mr. Mumley,

In accordance with Provision VI.C.3.a Support Science Plan Development and Implementation of the Nutrient Watershed Permit Order No. R2-2014-0014, BACWA is hereby submitting, on behalf of the Dischargers, the annual update to the Nutrient Management Strategy Science Plan (see attached) that is due by February 1, 2019. This update provides an implementation and schedule for proposed studies for FY 19. The FY 19 Science Plan was presented to the NMS Steering Committee and approved. Let me know if you have any questions concerning this annual update.

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

Memo

To: FWQC Members
Cc: B&T Water Team
From: Fredric P. Andes
Date: February 8, 2019
Re: EPA Issues New Trading Memo

EPA has issued a new memorandum regarding the use of trading under the CWA. The memo was released as part of a series of steps that EPA is taking to promote control of nutrient loadings – although the trading memo is not limited to nutrients. Both the trading memo and a list of the nutrient-related actions are here: <https://www.epa.gov/nutrient-policy-data/water-quality-trading-memos> . In the trading memo, EPA lays out these basic principles:

1. States, tribes, and stakeholders should consider implementing water quality trading and other market-based programs on a watershed scale.
2. The EPA encourages the use of adaptive management strategies for implementing market-based programs.
3. Water quality credits and offsets may be banked for future use.
4. The EPA encourages simplicity and flexibility in implementing baseline concepts.
5. A single project may generate credits for multiple markets.
6. Financing opportunities exist to assist with deployment of nonpoint land-use practices.

The trading memo notes that some of these principles are different than the concepts laid out in the last guidance that EPA issued on trading, in 2003. (That is at https://www.epa.gov/sites/production/files/2016-04/documents/wqtradingtoolkit_app_b_trading_policy.pdf .) From our initial review,

that would definitely be the case as to the principles on banking and baseline – in both cases, the new guidance is more flexible than the 2003 document. We will review the new memo in detail, and will be talking with EPA about the implications of the new policy. Also, we will have an FWQC call on the topic. If you are interested in participating, please let me know what dates and times are available, by completing this Doodle poll: <https://doodle.com/poll/assmm6xhmax8srx>. Once we have reviewed the responses, we will send out another note with the final call-in details. In the meantime, please feel free to call or e-mail if you have any questions. Thanks.

P.S. Here is a link to this note on the FWQC web site: <http://fwqc.org/members/DocumentLibrary/EPA%20Issues%20New%20Trading%20Memo.htm>.

Fredric P. Andes, Esq.
Partner, Barnes & Thornburg LLP
Suite 4400
One N. Wacker Drive
Chicago, Illinois 60606-2833
Phone: 312/214-8310
Fax: 312/759-5646
Cell: 773/354-3100
E-Mail: fandes@btlaw.com



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

FEB 6 2019

OFFICE OF WATER

MEMORANDUM

SUBJECT: Updating the Environmental Protection Agency's (EPA) Water Quality Trading Policy to Promote Market-Based Mechanisms for Improving Water Quality

FROM: David P. Ross
Assistant Administrator *DP Ross*

TO: Regional Administrators, Region 1-10

In recent years, the EPA has worked closely with states and tribes to encourage the development of numeric water quality criteria and Total Maximum Daily Loads (TMDLs) in an effort to reduce pollution in our Nation's waterways. These and other Clean Water Act regulatory tools remain available to states, tribes, and stakeholders; however, the EPA believes that market-based programs, including water quality trading, as well as incentive- and community-based programs can be used more effectively than they have to date to achieve water quality improvements. These types of programs can operate independent of or in coordination with the EPA's traditional regulatory programs to maximize environmental outcomes. The EPA is issuing this memorandum to provide additional flexibility to states and tribes to encourage states, tribes, and stakeholders to consider how market-, incentive- and community-based programs may supplement their water quality improvement efforts.¹ The Agency's expectation is that states and tribes will develop robust and defensible water quality trading programs that comply with the Clean Water Act and result in water quality improvements.

Purposes of this Memorandum

- 1) To reiterate the EPA's strong support for water quality trading and other market-based programs to maximize pollutant reduction efforts and improve water quality.
- 2) To accelerate the adoption of market-based programs that will incentivize implementation of technologies and land use practices that reduce nonpoint pollution in our Nation's waters.
- 3) To provide additional guidance to states, tribes, and stakeholders regarding the use of market-based programs to reduce water pollution at lower overall cost.
- 4) To promote increased investment in conservation actions.

¹ The terms "water quality trading" and "market-based" are used throughout this memorandum, but states, tribes, and stakeholders should consider incorporating the principles outlined below into other types of incentive- and community-based programs, as well as other collaborative approaches to achieving water quality improvements, including, for example, pay-for-success programs, coordinated point/nonpoint pollution reduction or offset projects, and environmental bonding efforts.

Background

The EPA strongly supports water quality trading and other market-based programs that can promote water quality improvements at a lower cost.² The EPA has long interpreted the Clean Water Act to allow pollutant reductions from water quality trading, offsets and other similar programs to be used for ensuring compliance with regulatory requirements.³ These mechanisms, however, have not been used to their fullest potential in part because the EPA's existing policy may limit that potential.

In 2003, for example, the EPA issued its Water Quality Trading Policy (2003 Policy),⁴ which included options for states, tribes, and stakeholders to consider when developing water quality trading programs. Contrary to the Agency's intent and expectations, the 2003 Policy has not facilitated the widespread adoption of water quality trading. Based upon a detailed review of the 2003 Policy, as well as information and data received through informal stakeholder outreach, the Agency now believes that the 2003 Policy may be too prescriptive to be widely effective and implementable.

A detailed and prescriptive set of recommendations may have been preferred when the EPA issued the 2003 Policy. However, in the intervening fifteen years nonpoint pollution reduction technologies and practices have improved, research has helped inform the effectiveness and performance of many nonpoint practices, technical mapping and robust modeling programs have become capable of evaluating resources at the edge-of-field and at the landscape scale, and in-stream and other monitoring approaches have expanded our understanding of the resources we are working to protect. These significant advances in resource management tools have created an opportunity for the Agency to modernize its water quality trading policies. The EPA acknowledges that some small-scale market-based projects have successfully implemented recommendations from the 2003 Policy and supports the continued application of the 2003 Policy for those projects. The Agency may consider future stakeholder engagement to determine the continued utility of the 2003 Policy. To facilitate broader adoption of market-based programs in the near-term, the Agency is now announcing some "Market-Based Principles" that are designed to encourage creativity and innovation in the development and implementation of market-based pollutant reduction programs.

The EPA further understands the 2003 Policy has been interpreted by many states, tribes, and stakeholders as having the force and effect of law, mandating certain actions or outcomes, and containing standards or requirements with which a market-based program must comply. Like all agency guidance documents, the 2003 Policy provides recommendations to states, tribes, and stakeholders, but the Agency cannot mandate any specific regulatory action, outcome or requirement without first going through the rulemaking process. This memorandum is intended to provide ideas and opportunities for

² For further information regarding Clean Water Act water quality trading, including examples of prior trading efforts, see: <https://www.epa.gov/npdes/water-quality-trading>.

³ Water quality trading was recognized for its potential to reduce pollutant discharges into waterways at least as far back as the 1960s. J.H. Dales, 1968. *Land, Water, and Ownership*, Canadian Journal of Economics, vol1(4), pages 791-804, November. In the 1980s, based on air emissions trading models, several water quality trading pioneering efforts were initiated, such as such as Fox River, Wisconsin and Lake Dillon, Colorado, though formal trades were not undertaken until the 1990s.

⁴ U.S. EPA. *Water Quality Trading Policy*, January 13, 2003, https://www.epa.gov/sites/production/files/2016-04/documents/wqtradingtoolkit_app_b_trading_policy.pdf.

states, tribes, and stakeholders to consider as they develop market-based water quality improvement policies.

Market-based programs intended to facilitate compliance with effluent limits and other legal requirements must comply with the Clean Water Act. Consistent with the cooperative federalism foundation of the Clean Water Act, states and tribes should work with stakeholders to understand what types of market-based programs may work best for their resource needs. Today's memorandum identifies six broad market-based principles that the EPA supports to reduce pollutants in our Nation's waters. These principles do not represent the universe of policy options available to states, tribes, and stakeholders; rather, they are intended to encourage creativity and innovation in state and local policy development.

The EPA acknowledges that some principles in this memorandum may differ from the 2003 Policy and other guidance or technical memoranda the Agency previously issued concerning water quality trading. The intent of this memorandum is to clarify and expand the range of policy options available for states, tribes, and stakeholders to consider. States and tribes should adopt policy principles that will be most effective for their communities and resources. The EPA is committed to assisting states, tribes, and stakeholders with developing new market-based programs, refining existing programs that have not been widely implemented, engaging in problem solving, and facilitating flexible approaches to achieving meaningful pollutant reductions. The Agency may also consider mechanisms to provide greater long term regulatory certainty, including modernizing its regulatory programs.

Market-Based Principles

States, tribes, and stakeholders should consider implementing water quality trading and other market-based programs on a watershed scale.

- Focusing on a watershed boundary for planning and achieving water quality improvements is often more appropriate than using a municipal or jurisdictional boundary.
- Working within a larger geographic area may facilitate greater market opportunities and participation, resulting in larger scale resource improvements over time.
- The EPA encourages states and tribes to work together to achieve resource improvements through interstate market-based programs and other collaborative approaches.

The EPA encourages the use of adaptive management strategies for implementing market-based programs.

- Demanding too much precision in measuring or predicting pollutant reductions from certain types of discharges, e.g., point source stormwater and nonpoint source runoff, can be an impediment to market-based programs. Stormwater and nonpoint source discharges and related reductions can be subject to confounding natural variability not typically seen with traditional point sources which can make them difficult to estimate. Similarly, though the environmental benefits of stormwater and nonpoint reductions may be significant, they may not be immediately or precisely measurable in the

- resource. Accordingly, the EPA encourages states, tribes, and stakeholders to consider allowing credits to be generated and verified based on scientifically defensible estimates of pollutant reductions from applicable technologies and land-based practices.
- States, tribes, and stakeholders should consider whether third-party credit verification, aggregation, or audit service providers may add value to market-based programs without being overly burdensome or cost prohibitive to participants.
- Market-based programs should include adaptive management concepts to allow improvement and refinement over time without sacrificing regulatory certainty for existing market participants.
- Policy makers and stakeholders pursuing a small market-based program should consider structuring the program so it can be integrated into a larger regional program in the future.
- Regulators should consider identifying, recommending, or endorsing current models that can provide accountability and near-term regulatory and market certainty for generating and verifying credits. In the alternative, regulators should consider whether models used for this purpose should be designed with certain characteristics to promote, for example, transparency and regulatory certainty. In either case, a program should allow modeling and measurement strategies to evolve and improve over time, without sacrificing certainty for market participants. The use of appropriate models and verification practices may reduce or eliminate the need for trade ratios which ultimately reduce the value of a water quality credit and increase the cost of participation.

Water quality credits and offsets may be banked for future use.

- Allowing banking and future use of water quality credits encourages early adoption of pollutant reduction practices, reduces risks associated with practice failures, and will likely broaden and strengthen the marketplace for buyers and sellers, resulting in larger scale resource improvements over time.
- To further reward early adopters, states, tribes, and stakeholders should consider whether existing practices could generate credits or offsets on a look-back basis. For example, activities that reduce runoff and nonpoint source discharges may have occurred before a trading program was established. Within a look-back framework, if those activities or pollution controls are sufficiently documented they may have generated credits, even though they occurred before the trading program was established. If a program authorizes credits to be generated on a look-back basis, it may reduce or eliminate the need for investment or "seed money" to finance the first round of credit-generating pollutant reductions because look-back credits may be available for purchase at the time or soon after the market begins operating.

The EPA encourages simplicity and flexibility in implementing baseline concepts.

- Overly rigid and complicated baseline policies and expensive baseline requirements are often a barrier to entry into a market-based program.
- Complicated baseline calculations can create regulatory and market uncertainty.
- Documented current conditions can provide a simple and appropriate baseline: for facilities subject to permit conditions or other legal requirements, a program that uses current conditions as a baseline should require full compliance with legal requirements.

- In watersheds with approved TMDLs, states, tribes, and stakeholders should consider whether it is appropriate to apply the load allocation baseline uniformly across the watershed, or instead apply it on a geographic basis within the watershed to maximize water quality improvements and minimize the risk of hot spots. For example, a resource manager may determine that reductions of nonpoint pollution at certain locations within the watershed will result in reductions sufficient to meet the TMDL load allocation baseline (e.g., at the headwaters of streams or along the shoreline of the impaired waterbody). In some cases, TMDLs or TMDL implementation plans may need to be modified to provide additional flexibility.

A single project may generate credits for multiple markets.

- Projects that generate multiple types of credits may promote more holistic resource improvements, including habitat and wetland restoration and protection of endangered and threatened species on a local, watershed, or landscape scale.
- For example, if a single project reduces pollutant discharges into waterways, reduces air emissions, and creates wetlands or wildlife habitat in accordance with an established market-based trading or banking program, the project proponent should be able to generate and sell credits within each of those programs or markets.
- The ability to generate multiple types of credits may create additional financial incentives for landowners, conservationists and innovators to participate in market-based environmental improvement projects, and may promote portfolio diversification and increased financial opportunity for existing and future credit providers.

Financing opportunities exist to assist with deployment of nonpoint land use practices.

- The EPA encourages the use of innovative financing mechanisms to promote integrated point and nonpoint pollutant reduction strategies, including the use of environmental and community bonds, Section 319 grants, State Revolving Loan Funds, and Water Infrastructure Finance and Innovation (WIFIA) funds.
- The EPA also offers financial technical support through the Water Finance Center. The Water Finance Center is an information and assistance center, helping communities make informed decisions for drinking water, wastewater, and stormwater infrastructure. The Water Finance Center works with communities, financial institutions and experts to explore leading-edge approaches to procurement and funding solutions, and developing roadmaps that identify and support best practices. This includes new and emerging finance approaches that address water quality and quantity challenges such as: Pay for Success, Pay for Performance, green bonds, energy and water performance contracting, water quality trading, and additional conservation financing strategies.

Planning Subcommittee Meeting No. 37

February 6, 2019

9:00 am – noon

Water Board Offices

Chair: Thomas Mumley

Meeting Summary

Attendees: Tom M., David S., Ian W., Eric D. and David W.

1. **Agenda Modifications:** Item 5.e Charter was added to the agenda. There were no other modifications to the agenda
2. **Review Outstanding Action items:** All Action Items from the last Planning Subcommittee (PS) and Steering Committee (SC) meetings had been completed or were on the agenda for discussion.
3. **Science Program update**
 - a. **Staffing:** The Science Manager (SM) provide a brief discussion of many of the challenges in keeping key staff working on the nutrient program, most notably the issue of cost of living in the Bay Area and the commitment to on-going employment. Three staff have left since last Spring although two new staff have been hired. One options he is exploring is the possibility of staff working remotely from the Bay Area.

A key issue is staffing up for the significant increase in annual science funding as a result of the 2nd Watershed Permit being adopted in May 2019. Suggestions on staffing up were to figure out the staffing needed for baseline work and then supplement that staff with contracts.

- b. **Other:** The PS discussed the longer term view for an on-going monitoring and modeling program. The vision is to put in place a sustainable monitoring program that goes beyond simply monitoring for nutrients. A Bay Area monitoring and modeling center would be ideal and could support a variety of data needs.

4. **Priority Updates**

- a. **Report-Outs:** No report-outs
- b. **Current Issues:** No report on current issues
- c. **NMS Calendar Review**
 - i. **Review future SC and PS meeting schedules** – It was noted that the September NMS SC meeting conflicted with the SFEI Board meeting. After discussing and checking calendars, it was decided to move the NMS SC meeting to September 20th. June meeting is still scheduled for the 14th.

5. **Other Updates**

- a. **Discussion: USGS cruise status:** With the government shut down, not much has happened on the USGS front. The last update from December was that some options were being considered for continuation of some semblance of monitoring going forward. This issue was discussed at the last RMP steering committee meeting. The decision was made that any funds that had been going to the USGS for monitoring would continue to be made available for nutrient monitoring if the USGS no longer conducted the monitoring.

The SM will be developing options for SC consideration should the USGS drop all involvement in monitoring. Some options being considered involve the Romberg Tiburon Center and the Cal Maritime Academy. The next issue of the Estuary News will also call attention to the potential loss of the four decades old USGS monitoring program.

- b. **Discussion: Prospective FY2020 Projects:** The SM provide a brief write-up on 5 projects he is proposing for FY 20 (see attachment to meeting materials). The project cost totals roughly \$650 to \$700k and include the following:

- Permanent Shoal Monitoring (\$125)
- Sediment fluxes (\$175)
- HAB mechanistic studies (\$100-\$150K)
- Expanded modeling, data analyses and project Mgmt (200k)
- Monitoring Program planning (\$50k)

Setting up these projects was in response to the request by the NMS SC to begin planning for the FY 20 science program by identifying needed projects and lining up collaborators that total roughly \$500k. The PS supported the suite of projects which will ultimately need to be approved by the NMS SC.

- c. **Modeling expert team proposal:** The SM reported that he had set up a modeling advisory group. The group will be meeting in June with the goal of developing questions that can be answered by modeling and then setting up the model to answer the questions. Dr. Mike Connor has already done this in his work on Boston Harbor so the SM proposed hiring Dr. Connor as a consultant to assist with the Bay monitoring advisory group. The SM requested \$20k left over from a concluded project be used to hire Dr. Connor and provide for travel assistance for members of the group. The PS concurred with this request.
- d. **Nutrient-related grant proposals & regional planning coordination:** The SM reported that he is working on a proposal for microcystin monitoring in the Delta. He is also thinking about spending \$5k on a proposal that would result in a \$2M grant for monitoring sensors outside the Golden Gate. The PS supported pursuing that effort.

- e. **Charter:** With the loss of the previous Facilitator at SFEI the Charter needs to be amended to allow for other than an officially designated Facilitator to chairs the NMS SC meetings. After some discussion the PS decided to propose that the SC selects a chair on a rotating annual basis at the December quarterly meeting. The amendment to the Charter will be on the September SC meeting agenda.

6. Planning the next Steering Committee meeting

- a. **Agenda review and discussion:** The Group then summarized the discussion at the meeting on the key topics for the March 8, 2019 NMS quarterly SC meeting. The agreed upon key topics for the agenda are as follows:
 - Science Plan presentation including a 5-Year Plan and how it will address the key questions regarding the need for management actions. It important to articulate the working hypothesis that are driving the projects and programs in the Science Plan.
 - Provide an overview of the FY 20 work plan including the projects discussed under item #5
 - Establishing the date for the quarterly meeting in September
 - Update on the USGS monitoring including a discussion of other options and costs if the USGS programs completely disappears
 - Update on the modeling forum
 - Adoption of changes to the Charter
 - Technical update to include possibly the HAB report or modeling progress
- b. **Review of Action items from meeting:** There were no Action Items from the meeting

- c. **Next steps:** No next steps were discussed

7. Adjourn or address Parking Lot items: The meeting was adjourned at noon.

Parking Lot of Identified PS Future Agenda Items

- a. **Discussion:** potential future off-site meeting @ USGS Menlo Park & boat visit
- b. **Outreach** to resource agencies re: DO objectives
- c. **Brainstorming** on future priorities for the PS (ALL)
- d. **EPA nutrient criteria** discussion
- e. **Discuss** concept of holding an annual forum on nutrients



DRAFT

Executive Board Special Meeting Agenda

SF Bay Regional Water Board / BACWA Executive Board Joint Meeting

February 5, 2018 1:00 PM -3:00 PM

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

ROLL CALL AND INTRODUCTIONS – 1:00

PUBLIC COMMENT – 1:05

DISCUSSION/OTHER BUSINESS- 1:10

Topic	Goal	Time
1. Nutrients	<ul style="list-style-type: none">• Review of 2nd Administrative Draft<ul style="list-style-type: none">○ Regional Study language○ Baseline and buffer for load targets○ Early actors	1:15
3. Recycled Water Permitting	<ul style="list-style-type: none">• Coverage for recycled water production upon transition to State General Order	2:45
4. CECs	<ul style="list-style-type: none">• Pulse Article	2:50
5. Bacterial Objectives	<ul style="list-style-type: none">• Permit Language	2:55

ADJOURNMENT



January 23, 2019

Mr. Thomas Mumley, Interim Executive Officer
San Francisco Bay Regional Water Quality Control Board
1515 Clay Street, 14th Floor
Oakland, CA 94612

Subject: NPDES Permit Requirements for Receiving Water Quality Monitoring, TMDL/SSO Support, Mercury and PCBs Watershed Permit Support, and Implementation of Copper Action Plans

Dear Mr. Mumley:

I am writing on behalf of the Bay Area Clean Water Agencies (BACWA) and its members that own and operate publicly-owned treatment works (POTWs) and that have National Pollutant Discharge Elimination System (NPDES) permits to discharge to San Francisco Bay Area waters. The NPDES permits issued to these agencies impose some requirements that are most efficiently fulfilled as a group. The purpose of this letter is to report on behalf of BACWA members that those requirements are being met, including permit provisions related to: (A) Receiving Water Quality Monitoring; (B) Support for the RMP through the Alternate Monitoring Requirements (AMR); (C) Mercury and PCBs Watershed Permit Support; (D) Cyanide Action Plan; (E) Copper Action Plan Support; (F) Nutrient Watershed Permit Support; and (G) Total Maximum Daily Load Support.

A. Receiving Water Quality Monitoring

Various NPDES permits require that the permittees support the Regional Monitoring Program for Water Quality in the San Francisco Estuary (RMP), administered by the San Francisco Estuary Institute (SFEI), and established by San Francisco Bay Regional Water Quality Control Board (Regional Water Board) Resolution 92-043, adopted April 15, 1992. BACWA members have and continue to fulfill this requirement by participating in and providing funding to the RMP. A letter from SFEI, dated November 7, 2018, confirming BACWA member agencies' contributions to the RMP, is attached for reference.

B. Participation in the Alternate Monitoring Plan

In March 2016, the Regional Water Board adopted the Alternate Monitoring Requirements (AMR)¹, an Order that allows POTWs to reduce monitoring frequencies for specific pollutants in exchange for increased funding to the RMP. The Order calculates the additional fee for each agency to opt into the AMR based on its estimated cost savings associated with reduced monitoring requirements. The agencies who have opted into the AMR are listed in the attached November 7, 2018 letter from SFEI.

In 2018, AMR funds were used as described below:

- AMR fully or partially funded the following projects:
 - 2018 Microplastics in Bivalves
 - 2018 Current Use Pesticides and Wastewater Contaminants in Margin Sediment and Water
 - 2018 Pharmaceuticals in Wastewater Data Analysis & Reporting
 - 2018 Non-targeted Analysis of Sediment and Related Studies
 - 2018 Characterizing Unknown PFASs in Bay Sediment
 - 2018 Nonylphenol Ethoxylates in Margin Sediments
- The RMP published an updated strategy for CECs to guide future studies.²
- The RMP published a synthesis of PFAS sampling and findings in San Francisco Bay, along with a strategy to guide future studies.³
- The RMP published a synthesis of alternative flame retardants found in the San Francisco Bay and strategies for future monitoring.⁴
- The RMP published results from pharmaceuticals in wastewater sampling conducted in 2016 and 2017.⁵

¹ Order No. R2-2016-0008 Alternate Monitoring and Reporting Requirements for Municipal Wastewater Dischargers for the Purpose of Adding Support to the San Francisco Bay Regional Monitoring Program (RMP).

² Sedlak, M.; Sutton, R.; Wong, A.; Lin, D. 2018. Per and Polyfluoroalkyl Substances (PFASs) in San Francisco Bay: Synthesis and Strategy. SFEI Contribution No. 867. San Francisco Estuary Institute: Richmond, CA. Available online at: <http://www.sfei.org/documents/and-polyfluoroalkyl-substances-pfass-san-francisco-bay-synthesis-and-strategy>

³ Sedlak, M.; Sutton, R.; Wong, A.; Lin, D. 2018. Per and Polyfluoroalkyl Substances (PFASs) in San Francisco Bay: Synthesis and Strategy. SFEI Contribution No. 867. San Francisco Estuary Institute: Richmond, CA. Available online at: <http://www.sfei.org/documents/and-polyfluoroalkyl-substances-pfass-san-francisco-bay-synthesis-and-strategy>

⁴ Lin, D.; Sutton, R. 2018. Alternative Flame Retardants in San Francisco Bay: Synthesis and Strategy. SFEI Contribution No. 885. San Francisco Estuary Institute : Richmond, CA. Available online at: <https://www.sfei.org/documents/alternative-flame-retardants-san-francisco-bay-synthesis-and-strategy>

⁵ Lin, D.; Sutton, R.; Sun, J.; Ross, J. 2018. Screening of Pharmaceuticals in San Francisco Bay Wastewater. SFEI Contribution No. 910. San Francisco Estuary Institute: Richmond, CA. Available online at: <https://www.sfei.org/documents/screening-pharmaceuticals-san-francisco-bay-wastewater>

- The RMP published results from the characterization of flame retardant (PBDEs) found in water, sediment, bivalves, and harbor seal blubber in San Francisco Bay.⁶

C. Mercury and PCBs Watershed Permit Support

The Mercury and PCBs Watershed Permit was reissued in 2017, and became effective on January 1, 2018⁷. The Mercury/PCB Watershed Permit required source control and risk reduction activities by the permittees.

In 2018, BACWA's Bay Area Pollution Prevention Group (BAPPG) continued to reach out to dental assistant and dental hygienist students to educate them about proper amalgam management and disposal. In 2018, this campaign reached approximately 160 students and instructors from January 1, 2018 – December 31, 2018 at the following site visits:

- San Jose City College (two classes)
- College of Marin, Novato (one class)
- Foothill College, Los Altos (one class)
- Santa Rosa Junior College (one class)
- Mt Diablo Adult Ed, Concord (one classes)

The instructors have come to rely on these annual visits and have incorporated BAPPG's program into their instructional calendar. Further, this is a very relevant audience for other pollution prevention messages, such as wipes, microbeads, and triclosan.

BAPPG reviewed and edited the Dental web text of Baywise.org and coordinated the reviews and edits with California Dental Association. The text now provides details on the Federal EPA requirements for dental facilities and references resources developed by the California Dental Association, and the American Dental Association.

The Watershed permit requires that permittees conduct or participate in programs to reduce mercury-related risks to humans from the consumption of Bay fish. In 2018 BACWA signed contracts to fund two grants worth \$25,000 each to the California Indian Environmental Alliance, and APA Family Support Services, to conduct activities related to reducing risk from fish consumption in vulnerable populations. Materials generated with support from BACWA's previous grants are available on BACWA's website⁸.

⁶ Sutton R, Chen D, Sun J, Greig DJ, Wu Y. Characterization of brominated, chlorinated, and phosphate flame retardants in San Francisco Bay, an urban estuary. *Science of the Total Environment* [Internet]. 2019; 652:212-223. Available online with a subscription:

<https://www.sciencedirect.com/science/article/pii/S004896971833969X?dgcid=coauthor>

⁷ Waste Discharge Requirements for Municipal and Industrial Wastewater Discharges of Mercury to San Francisco Bay, Order No. R2-2017-0041; NPDES No. CA0038849

⁸ <https://bacwa.org/mercurypcb-risk-reduction-materials/>

D. Cyanide Action Plan

As part of the site-specific objective (SSO) for cyanide, NPDES dischargers are required to calculate the 3-event rolling average of total cyanide concentrations in each segment of the Bay, based on RMP data. The RMP published results from the cyanide sampling during the 2017 Water Cruise⁹. Results indicate that ambient cyanide concentrations are below triggers but the rolling average increased in three of five regions.

E. Copper Action Plan

The copper action plan contained in many Bay Area POTW permits requires permittees to implement a plan to reduce copper discharges, conduct studies to reduce copper pollutant impact uncertainties, and implement additional measures should the three-year rolling mean in various parts of the Bay exceed site-specific concentration triggers.

The RMP collected samples for copper during the 2017 Water Cruise. The method Brooks Analytical Laboratories used changed in 2017 so a report has been delayed while they investigate how the results from the two methods differ. In September 2018, the Technical Review Committee recommended publishing results from 2017 based on the original method (reductive precipitate). Future samples will be measured and reported using the original method and the new method (triple quad). Preliminary data indicate ambient concentrations of copper remained below trigger levels. Final results will be reported in early 2019.

In 2018, BACWA discontinued its presentations to plumbing classes at local colleges, since it was found that the messaging was being ignored. BAPPG plans to renew discussions regarding whether to update plumbing messages. The committee will also evaluate the need for updating the copper source analysis for wastewater since the one often cited within BAPPG is a 1996 document, incorporating an assumption from a 1994 document, and there are concerns that these findings are out of date.

During the public comment period for the U.S. EPA Copper Registration Review risk assessment in 2016, BACWA recommended that U.S. EPA require users to contact local agencies and follow their instructions for draining copper-treated swimming pools, spas, and fountains to avoid copper pollution and collection system backup. In November 2018, U.S. EPA issued its interim decision, completing the Copper Pesticides Registration Review process. U.S. EPA finalized its requirement that users contact local agencies and follow their instructions for draining copper-treated swimming pools, spas, and fountains to avoid copper pollution and collection system backup. Although BACWA also recommended that EPA examine discharges from

⁹ Shimabuku I. 2017 Update to Cyanide Rolling Average. Richmond, CA: San Francisco Estuary Institute; 2018. Available online at: <https://www.sfei.org/documents/2017-update-cyanide-rolling-average>

washing copper pesticide-treated fabrics, they declined to do so, responding that there are insufficient data to support a detailed assessment, and they do not believe that fabrics are likely to be a large wastewater copper discharge source.

F. Nutrient Watershed Permit Compliance

The Nutrient Watershed Permit¹⁰ was adopted on April 2014, with an effective date of July 1, 2014. Through the nutrient surcharge levied on permittees, BACWA is funding compliance with the following provisions of the Nutrient Watershed Permit on behalf of its members:

- Group Annual Reporting – BACWA submitted the fourth Group Annual Report on October 1, 2018. All the permittees under the Nutrient Watershed Permit participated in the Group Annual Report.
- Optimization and facilities upgrade studies – The Final Report on the studies was submitted to the Regional Water Board on June 26, 2018¹¹.
- Support of scientific studies as part of the Nutrient Management Strategy (NMS) – BACWA provided a total of \$1,080,000 to SFEI in Fiscal Year 2019. An update on the science plan reflecting the 2018 calendar year will be submitted by February 1, 2019.

Deliverables produced by the NMS in 2018 were as follows:

- In September 2018, SFEI produced a draft report on dissolved oxygen and fish habitat which was a collaborative effort with UC Davis (FY17 funds). The final report will be available on the SFEI website after the peer-review process is complete.
- In December 2018, SFEI produced a report that summarized the progress on the hydrodynamic and biogeochemical modeling. The report will be available on the SFEI website soon.
- In December 2018, SFEI produced a report that summarized the progress on the moored sensor monitoring efforts in the Lower South Bay. The report will be available on the SFEI website soon.

¹⁰Waste Discharge Requirements for Municipal Wastewater Discharges of Nutrients to San Francisco Bay, Order No. R2-2014-0014; NPDES No. CA0038873

¹¹ Available online at https://bacwa.org/wp-content/uploads/2018/06/BACWA_Final_Nutrient_Reduction_Report.pdf

G. Total Maximum Daily Load Support

Some POTW permits previously included a requirement that permittees report to the Regional Water Board any actions taken in support of Total Maximum Daily Loads (TMDLs) for 303(d) listed pollutants. Support for these efforts has been provided largely through support of the RMP.

In 2014, the RMP convened a Selenium Strategy Team and developed a Selenium Strategy in the Multi-Year Plan. In 2018, the RMP published a monitoring design framework for selenium in the North Bay¹².

Please contact me if you have any questions about the information contained in this letter.

Respectfully,



David R. Williams, P.E.
BACWA Executive Director

Encl:

SFEI Letter regarding RMP Participation, December 29, 2017.

CC:

Mr. William Johnson, NPDES Permitting Division Chief, Regional Water Board
Mr. Richard Looker, Water Resources Control Engineer, Regional Water Board
BACWA Executive Board
Mr. Robert Wilson, BACWA Permits Committee Chair

¹² Grieb T, Roy S, Rath J, Stewart R, Sun J, Davis JA. North Bay Selenium Monitoring Design. Richmond, CA: San Francisco Estuary Institute; 2018. Report No. 921. Available online at: <https://www.sfei.org/documents/north-bay-selenium-monitoring-design-0>



SAN FRANCISCO ESTUARY INSTITUTE

4911 Central Avenue, Richmond, CA 94804 • p 510-746-7334 • f 510-746-7300 www.sfei.org

David R. Williams
Executive Director
Bay Area Clean Water Agencies
PO Box 24055, MS 59
Oakland, CA 94623

November 7, 2018

Dear Mr. Williams:

The Regional Monitoring Program for Water Quality in San Francisco Bay (RMP) is the only comprehensive environmental monitoring program to measure pollutants and trends in the Bay. The RMP, which began in 1993 and is still going strong, is a successful partnership of scientists, government, municipalities, and industries to understand and improve the health of the Bay.

The goal of the RMP is to collect data and communicate information about water quality in the San Francisco Estuary in support of management decisions. The accomplishments of the RMP are summarized in the RMP Update and the Pulse. The most updated RMP Update was published in September 2018. The full report as well as past reports can be downloaded from [here](http://www.sfei.org/documents/charter-regional-monitoring-program-water-quality-san-francisco-bay).

In 2018, 35 wastewater treatment facilities collectively contributed the full amount of the core RMP program costs assigned to publicly owned treatment works (\$1,643,379, see Table 1 for a complete list of agencies). The process used to determine the core fees for each participant group are outlined in the Program Charter: <http://www.sfei.org/documents/charter-regional-monitoring-program-water-quality-san-francisco-bay>.

In March 2016, the Water Board adopted Order R2-2016-0008, establishing an alternative monitoring requirement (AMR) for municipal wastewater discharges to San Francisco Bay and its tributaries, in exchange for a set schedule of increased payments to the RMP. Participating wastewater treatment facilities who opt-in to this alternative are able to reduce their effluent monitoring costs for most organic priority pollutants and chronic toxicity sensitive species rescreening. In exchange for the reduced monitoring requirements, facilities make supplemental payments to the RMP for regional studies to inform management decisions about water quality in the Bay. In 2018, 35 wastewater treatment facilities made supplemental contributions to the Program under Order R2-2016-0008 (\$269,575 see Table 1).

This support is essential to the Program. Through these financial contributions, the RMP is able to conduct regional monitoring to assess the cumulative impact of multiple sources of pollutants to the Bay. We thank you and your members for the support and look forward to serving you in 2019.

Sincerely,

A handwritten signature in black ink, appearing to read "Philip Trowbridge", is written over a faint, large, light-gray watermark of the SFEI logo.

Philip Trowbridge, PE
RMP Manager

Table 1

Wastewater Treatment Facilities Contributing to the RMP in 2018 and AMR for FY18

POTW Dischargers	Core RMP Fees	AMR Order Fees
American Canyon, City of		
Benicia, City of	YES	YES
Burlingame, City of	YES	YES
Calistoga, City of	YES	YES
Central Contra Costa Sanitary District	YES	YES
Central Marin Sanitation Agency	YES	YES
Crockett Community Services District, Port Costa Sanitary Department		YES
Delta Diablo	YES	YES
East Bay Dischargers Authority	YES	YES
<i>Union S.D.</i>		YES
<i>Oro Loma</i>		YES
<i>Hayward</i>		YES
<i>San Leandro</i>		YES
<i>Livermore</i>		YES
<i>Dublin San Ramon Services District</i>		YES
East Bay Municipal Utility District WWTP	YES	YES
Fairfield-Suisun Sewer District	YES	YES
Las Gallinas Valley Sanitary District	YES	YES
Marin County (Paradise Cove), Sanitary District No. 5 of	YES	YES
Marin County (Tiburon), Sanitary District No. 5 of		YES
Millbrae, City of	YES	YES
Mt. View Sanitary District	YES	YES
Napa Sanitation District	YES	YES
Novato Sanitary District	YES	YES
Palo Alto, City of	YES	YES
Petaluma, City of	YES	YES
Pinole, City of	YES	YES
Rodeo Sanitary District	YES	YES
San Francisco, City and County Of, San Francisco International Airport	YES	YES
San Francisco (Southeast Plant), City and County of	YES	
San Jose/Santa Clara Water Pollution Control Plant and Cities of San Jose and Santa Clara	YES	YES
San Mateo, City of	YES	YES
Sausalito - Marin City Sanitary District	YES	YES
Sewerage Agency of Southern Marin	YES	YES
Silicon Valley Clean Water	YES	YES
Sonoma Valley County Sanitary District	YES	YES
South San Francisco and San Bruno, Cities of	YES	YES

St. Helena, City of	YES	YES
Sunnyvale, City of	YES	YES
US Department of Navy (Treasure Island)	YES	YES
Vallejo Flood and Wastewater District	YES	YES
West County Agency		YES
<i>Richmond Municipal Sewer District</i>		YES
<i>West County Wastewater District</i>	YES	YES
Yountville, Town of	YES	YES



California Association of Sanitation Agencies
Comments on
SWRCB's Proposed Census of the Wastewater Sector on Preparing for Climate Change Impacts

First, we have developed an introductory message (italicized text below) to be included in the email or letter sent with the census to permit holders for your consideration.

Dear Permittee:

Please find attached a census questionnaire from the State Water Board intended to assess the status of actions that may be underway or contemplated to assess, plan and address climate change impacts to the wastewater sector in support of the actions in their Climate Change Resolution. The Resolution directs State Water Board staff to "work with the Regional Water Boards to evaluate and by July 1, 2018 make recommendation to the State Water Board on the need to modify permits and other regulatory requirements to reduce vulnerability of water and wastewater infrastructure to flooding, storm surge, and sea level rise." To inform this, the census was developed in partnership with the Clean Water Summit Partners (CASA, BACWA, SCAP, CVCWA, and CWEA). It is important to note that the State Water Board is interested in learning what has been done or being contemplated by the wastewater sector to assess vulnerability and/or adapt to climate change because of its importance to the long term sustainability of our critical infrastructure.

The State Water Board and Summit Partners are seeking to understand the level of climate change-related planning already occurring, what gaps exist and how the State Water Board may assist in filling them, whether by funding or policy. It is critical that the State Water Board receive as many responses as possible in order to accurately assess fiscal and policy needs and to accommodate those needs through grants or other assistance programs. While responding to the census is voluntary at this point, the State Water Board may make it mandatory through Section 13267 letters or other means, if they do not receive an adequate number of responses. The State Water Board does not intend the reported results to be subject to permit conditions, violations, or liability under the Clean Water Act or Porter-Cologne. We have attempted to make the census as straightforward and meaningful as possible, while avoiding an undue workload for agencies completing it. Please contact XXX with questions or for peer to peer assistance in completing it. Thank you very much!

The following general comments have been prepared for the State Water Board's consideration with regard to the wastewater sector's preparation for impacts of climate change:

1. While some wastewater facilities have developed climate action plans or performed vulnerability assessments, there are many that have not yet done so. Some wastewater facilities have addressed anticipated changes by modifying facility planning assumptions, rather than performing standalone assessments.
2. The wastewater sector would like more clarity in defining what the State Water Board envisions vulnerability assessments to entail, to inform the type and level of technical assistance needed. For example, a guidance document or checklist would be helpful in defining which climate impacts and risks are relevant to each facility. This approach would also provide for the flexibility needed in defining and tailoring these assessments/plans to each facility or system, as we know the impacts will vary regionally. Similar to sewer system management plans (SSMPs) where there is a list of

elements that must be covered, each tailors the analysis to their own facilities and specific circumstances. Regardless of the approach, facilities – especially smaller ones – will need funding assistance in order to prepare a vulnerability assessment.

3. Sufficient time needs to be provided for preparing vulnerability assessments. A minimum range of 1 to 3 years is estimated considering there is a wide range in systems, some being large and complex encompassing collection and treatment at multiple plants while others are individual facilities. This estimate may change if a public/stakeholder input process is required (e.g., an advisory group or public comment period).
4. It is expected that some of these assessments will result in the identification of capital investments to address climate change that will need to be considered in long-term project planning. Without having completed a vulnerability assessment (or if the assessment is qualitative in nature), it is premature to estimate how much those costs may be.

That said, in 2009 the National Association of Clean Water Agencies (NACWA) and the Association of Metropolitan Water Agencies (AMWA) studied the impacts and challenges the wastewater sector expects to encounter in the coming years (including impacts of climate change), and the projected costs of meeting those challenges. The report projects nationwide costs for water and wastewater climate adaptation needs could range from one-half to one trillion dollars through 2050. Of this, the total estimated cost to adapt wastewater systems to climate change across the U.S. is between \$123 billion and \$252 billion, above and beyond existing wastewater system infrastructure upgrade, renewal, and replacement needs. Efforts to address the unmet existing infrastructure needs that put the State at risk to climate change impacts must be addressed first.

5. For utilities to plan for future changing conditions related to climate change and make commitments to invest hundreds of millions of ratepayer dollars in infrastructure (above and beyond what is needed to keep the existing systems in good repair), it is imperative that the “best available science” be used. However, if decision makers are faced with an unnecessarily wide range in effects (e.g., a wide range in projected sea level rise), it makes the planning and permitting environment more difficult for the permittee. Additionally, there are liability concerns regarding recent litigation across the U.S. related to assessing impacts of and planning for climate change. It would be helpful to discuss why inserting a climate change-specific planning requirement in a NPDES permit may raise the risk of third-party lawsuits considerably. It is important to note, the wastewater sector already plans for changing conditions to satisfy permit requirements (to prevent spills and provide sufficient capacity) and take into account population growth. As a result, wastewater facilities are already considering climate change-related factors (e.g., changes in sea/tide level, storms/peak flows, as well as updated flood insurance rate maps) in their planning efforts.
6. If a facility has not prepared a vulnerability assessment, we recommend the State/Regional Water Boards assist the facility in performing one (e.g., on-site technical assistance, workshops, funding, etc.). Perhaps there could be a partnership of regional associations (BACWA, CVCWA, SCAP, etc.) and the Water Boards to develop a peer-to-peer approach with technical assistance.

In addition to the edits (in track changes mode of the attached census Word Document), we provide specific comments to the census for the State Water Board’s consideration:

- For agencies of large/complex systems (i.e., multiple facilities that include collection system pump stations and treatment plant), completing the survey as-is will be difficult. Provisions will need to be made to answer questions (particularly #3) for specific facilities. Respondents need the option to fill in the table (or entire survey) multiple times for specific facilities within a single agency's jurisdiction.
- Questions should be developed for facilities that have not completed a vulnerability assessment (VA) or climate action plan (CAP) or if work is "under development." Otherwise, many that answer "No" to question 1 or 1a will end the survey and the information will not be captured. Additionally, many facilities have already completed or are in the process of implementing projects addressing drought or other conditions (e.g., aging infrastructure) that address climate change impacts – these projects will not be captured if the questions are not broadened to document them.
 - Broaden language to inquire about Climate Adaptation / Resilience Plans (CARP), not only Climate Action Plans (CAPs). Climate Action Plans are typically focused on managing and reducing greenhouse gas emissions rather than adapting to climate change impacts. We recommended looking at this site for examples and language: <http://www.ca-ilg.org/post/local-climate-adaptation-resilience-plans>
 - We also recommend requesting the timeframe for the assessment or plan, and whether short-term and/or long-term actions will be identified.
- Question 1a:
 - Some facilities are contributing to Integrated Regional Water Management Plans and must address climate change (per the Department of Water Resources requirements) with a focus on assisting their Region in being more resilient with respect to water supply. For example, considering recycled water projects, emergency water system interconnection projects (for drought preparedness), etc.
 - Information about regional or collaborative efforts (e.g., names of those groups or titles of their plans) should be requested. For example, in the LA area there is the Los Angeles Regional Collaborative (LARC) and in the Bay Area there is the Bay Area Climate Collaborative.
- Question 1b:
 - Recommend adding an "other" checkbox to provide the option to list additional components or approaches. Citywide, regional or interagency assessments may be performed looking beyond wastewater facilities.
- Questions regarding the preparation of a VA/CARP should be included, such as the level of effort (hours/timeframe) and cost, whether use of consultants was necessary or if it was prepared in-house, and perhaps an open-ended question about "lessons learned."

We ask that you consider taking one additional step before distributing the census. The additional step would be a short "pre-" census with the intent of targeting a high response rate while (still) identifying data gaps quickly. We suggest the following questions for a short pre-census:

1. Has your facility performed a climate change vulnerability assessment or climate action plan or been an element in a broader assessment and plan? Yes or No.
If yes, please provide the link to the document or attach the document.
2. What Water Board Region are your facilities in: 1- 9
3. What watershed or sub watershed?
4. Check the box of climate change conditions that might affect your facilities
 - Sea level rise

- Extreme rain events
 - Flood plain rise
 - Extreme heat
 - Extreme cold
 - Drought
 - Wildfire
 - Extreme wind
5. Would your agency benefit from (State or outside) assistance with evaluating climate change vulnerability?

Questions for Wastewater Collection, Conveyance, and/or Treatment Agencies
CLIMATE CHANGE IMPACTS

Facility Agency: _____

Check facilities your agency is responsible for: ☐ Collection ☐ Interception ☐ Treatment ☐ Disposal

Approximate population receiving wastewater service from your agency: _____

Contact: _____ Title: _____

Phone: _____ Email: _____ Date: _____

PLEASE NOTE THIS SURVEY DOES NOT ALTER PERMIT REQUIREMENTS, DOES NOT SERVE IN LIEU OF ACTION PLANS, AND IS NOT A COMMITMENT OF FUNDING.

1. Has your agency conducted ~~a~~ facility or infrastructure vulnerability assessment(s), a climate action plan, or climate adaptation/resilience plan that includes climate change-related impacts or future extreme weather events (e.g., sea level rise, storm surge, drought, high intensity precipitation, flooding, or extreme heat)? ☐ Yes (Skip to 1b.) ☐ No (Continue to 1a.)
 - 1a. Alternatively, is there a local or a regional assessment (e.g., ~~municipal~~ Climate Action Plan or Integrated Regional Water Management Plan) that addresses infrastructure vulnerability to climate change-related impacts and includes your system?
 - ☐ Yes. Continue to 1b.
 - ☐ No. The survey ~~for your agency~~ is complete. Stop here.
 - ☐ Work is underway (briefly describe type of work or approach and if it is being done by your agency or in partnership with another group):

 - The survey is complete. Stop here.
 - 1b. What is/was the timeframe for the assessment or plan, including the level of effort (hours and cost) to perform the assessment?

 - 1c. Were short- and/or long-term actions identified?
 - ☐ Short-term
 - ☐ Long-term
 - ☐ No actions identified.
 - 1d. Which components were covered by ~~the a~~ vulnerability assessment? (Check all that apply)

<input type="checkbox"/> Collection system	<input type="checkbox"/> Pump stations
<input type="checkbox"/> Interceptors and pump stations	<input type="checkbox"/> Oxidation ponds, sludge drying beds,
<input type="checkbox"/> Treatment facilities	<input type="checkbox"/> and w Wet weather facilities
<input type="checkbox"/> Disinfection echlorination	<input type="checkbox"/> Power source / Biogas / Cogeneration
<input type="checkbox"/> Discharge facilities <u>outfalls</u>	<input type="checkbox"/> Telecommunications
<input type="checkbox"/> <u>Facility access</u>	
2. Are results of the assessment available to the public ~~on the internet~~? ☐ Yes ☐ No

If Yes, please provide the website address or upload the document: _____
3. Select type and status of measures to increase resilience of your facilities to climate change impacts. For measures already in place, indicate the year of completion. For in-progress, and planned measures indicate the expected year of completion:

Commented [SAD1]: Oxidation ponds and sludge drying beds are part of "treatment processes."

Questions for Wastewater Collection, Conveyance, and/or Treatment Agencies
CLIMATE CHANGE IMPACTS

Measures	Status of measures				Completion Year
	In Place	In-progress	Planned	Not Planned	
Expanding capacity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>Updating maintenance procedures</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Increasing maintenance or rehabilitation frequency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Enhancing <u>Modifying</u> treatment capability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Hardening facilities (e.g., installing, increasing or improving barriers, buffers or levees, elevating or floodproofing equipment, or sealing doors, sewer mains or manholes)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Updating emergency response and maintenance <u>recovery</u> procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Securing contracts for an alternative power supply or a backup power supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Relocating facilities or constructing or installing redundant facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>Constructing or installing redundant facilities</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>Electrical/instrumentation improvements, upgrades or relocation</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other (please describe): _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other (please describe): _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

4. Can the measures to increase resilience to climate change impacts be accomplished within your existing budget or anticipated future budgets? ☐ Yes ☐ No ☐ Unknown

~~Please estimate the total financial impact to implement identified measures as a percentage of your annual gross revenues?~~

Commented [SAD2]: Estimates may not be generated or presented in a fashion that parses out specifically what is related to climate change. The costs may be embedded in larger cost estimates.

Please return completed surveys to:

[return instructions]

Questions for Wastewater Collection, Conveyance, and/or Treatment Agencies
CLIMATE CHANGE IMPACTS

5. Notes (please include any other relevant information, or to explain a response that may need clarification):

This completes the survey. Thank you.

Please return completed surveys to:
[return instructions]

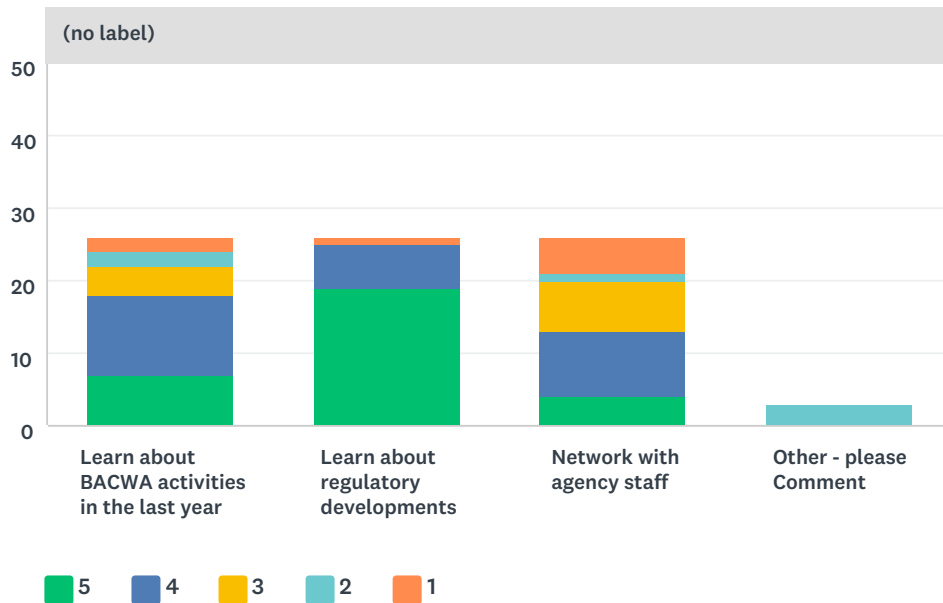
Draft Agenda
Wastewater Stakeholder Meeting on Proposed Toxicity Provisions
Thursday, February 7, 1:00 – 3:00
CalEPA Building, Conference Room 1520

Attendees: Tom Grovhoug (LWA), Lorien Fono (BACWA), Steve Jepsen (SCAP), Melissa Thorne, Josh Westfall (LACSD), Ann Heil (LACSD), Debbie Webster (CVCWA), Adam Link (CASA)

1. Updated timeline for review of comments, response to comments, and hearing
2. Implementation issues identified in wastewater stakeholder comments
 - a. Request for clarity and refinement of Regional Board discretion on the use acute testing in addition to chronic testing **(Ann)**
 - i. Specific language suggestions included in comments.
 - b. Request for more specific language encouraging reduced frequency of monitoring during a TRE **(Adam)**
 - c. Request for language modifications that would allow the use of prior (pre-plan) compliance data for reduced monitoring frequency **(Lorien)**
 - d. Issues associated with current definition of a calendar month **(Lorien/Debbie)**
 - i. Specific approach suggestion included in comments.
 - e. Request for flexibility in use of Instream Waste Concentration (IWC) and dilution **(Tom/Debbie)**
 - f. Request for changes in approach to determination of reasonable potential (RP)
 - i. Use of 10% effect versus 25% **(Tom/Debbie/Lorien)**
 - ii. Automatic RP for plants over 5 MGD **(Tom/Debbie/Lorien)**
 - g. Request for refinement of economic analysis **(Melissa/Adam)**
3. Use of the ceriodaphnia dubia reproduction endpoint
 - a. Demonstrated issues with use of test species, review of white paper **(Tom/Josh/Ann)**
 - b. Discussion of SWRCB Test Drive **(Josh)**
 - c. Alternative approach for inclusion in provisions **(Tom/Josh/Ann)**
4. Next Steps: Review response to comments, meetings with Board Members to discuss priority issues.

Q1 What is your main reason for attending the annual meeting? Please rank your choices, choosing 5 as the MOST important reason and 1 as the LEAST important reason (or adding our own reason).

Answered: 26 Skipped: 0

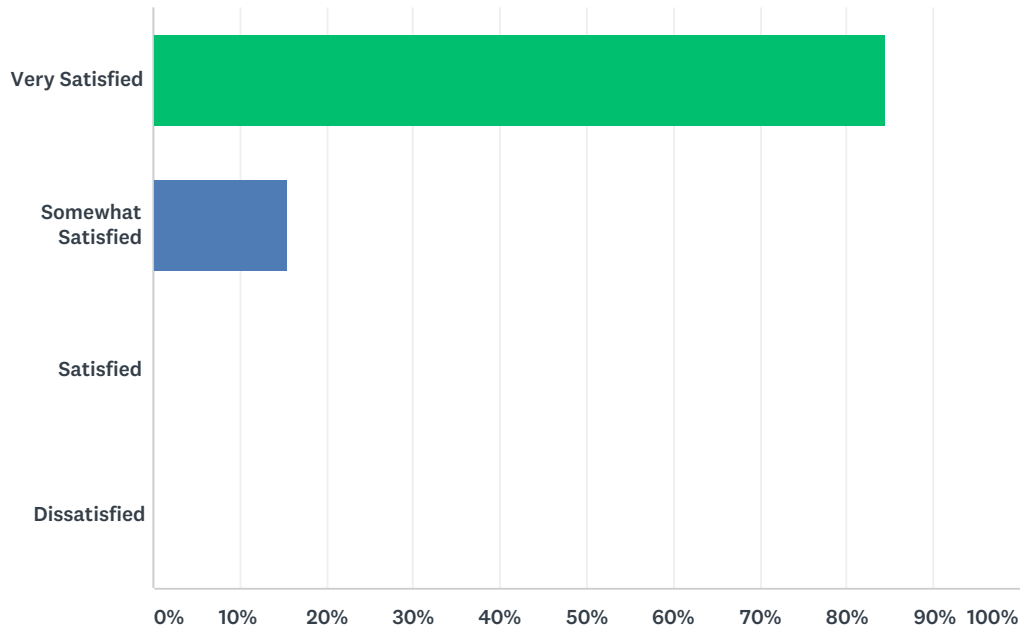


(no label)						
	5	4	3	2	1	TOTAL
Learn about BACWA activities in the last year	26.92% 7	42.31% 11	15.38% 4	7.69% 2	7.69% 2	26
Learn about regulatory developments	73.08% 19	23.08% 6	0.00% 0	0.00% 0	3.85% 1	26
Network with agency staff	15.38% 4	34.62% 9	26.92% 7	3.85% 1	19.23% 5	26
Other - please Comment	0.00% 0	0.00% 0	0.00% 0	100.00% 3	0.00% 0	3

#	COMMENTS	DATE
1	give a presentation	1/16/2019 8:33 AM

Q2 How satisfied were you overall with the presentations?

Answered: 26 Skipped: 0

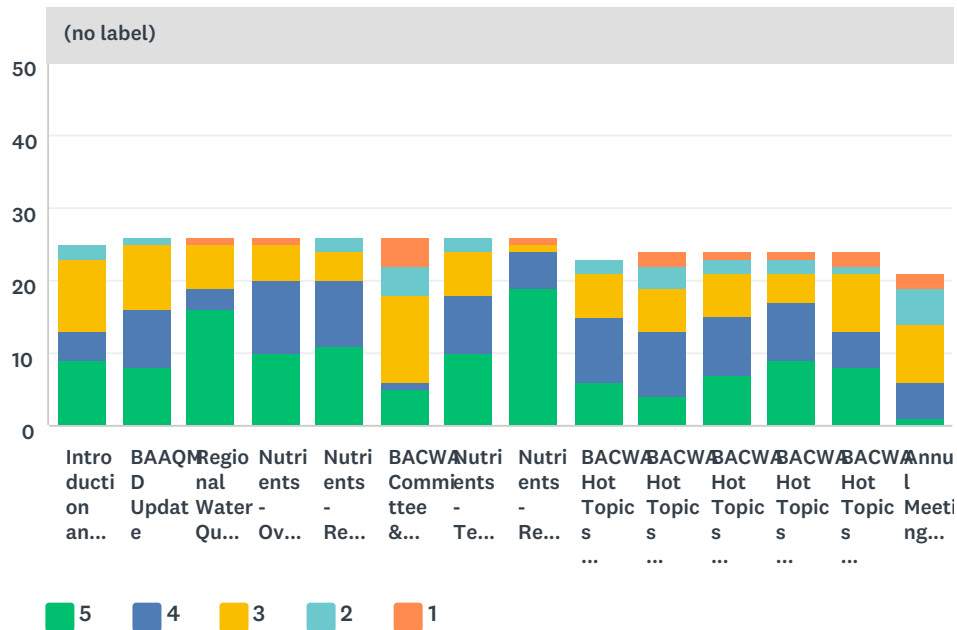


ANSWER CHOICES	RESPONSES	
Very Satisfied	84.62%	22
Somewhat Satisfied	15.38%	4
Satisfied	0.00%	0
Dissatisfied	0.00%	0
TOTAL		26

#	COMMENT/SUGGESTIONS FOR FUTURE PRESENTATION TOPICS	DATE
1	I hope that over time we will be able to spend less time on nutrients, and more on the other topics that we had to speed through.	1/16/2019 8:33 AM
2	nutrient topics were very similar to previous years' presentations and could have been reduced in length	1/14/2019 5:39 PM
3	Implementation of the toxicity provisions. Case studies of various incidents at plants or collection systems and how different staff coordinated to respond, notify, and report the issue. SSS WDR implementation. Permitting of wetland/near shore discharges. Ideas around discharges of reverse osmosis concentrate - especially monitoring.	1/14/2019 5:22 PM

Q3 What topics did you find MOST useful and/or interesting? Please rank your choices, choosing 5 as the MOST useful and/or interesting and 1 as the LEAST useful and/or interesting.

Answered: 26 Skipped: 0



(no label)						
	5	4	3	2	1	TOTAL
Introduction and Year in Review	36.00% 9	16.00% 4	40.00% 10	8.00% 2	0.00% 0	25
BAAQMD Update	30.77% 8	30.77% 8	34.62% 9	3.85% 1	0.00% 0	26
Regional Water Quality Control Board Priorities	61.54% 16	11.54% 3	23.08% 6	0.00% 0	3.85% 1	26
Nutrients - Overview - Progress on 1st Watershed Permit/Governance Update	38.46% 10	38.46% 10	19.23% 5	0.00% 0	3.85% 1	26
Nutrients - Regulatory Update - Optimization/Upgrade Studies Final Report	42.31% 11	34.62% 9	15.38% 4	7.69% 2	0.00% 0	26
BACWA Committee & Leadership Recognition	19.23% 5	3.85% 1	46.15% 12	15.38% 4	15.38% 4	26
Nutrients - Technical Update - Update on the Science Plan and Findings	38.46% 10	30.77% 8	23.08% 6	7.69% 2	0.00% 0	26
Nutrients - Regulatory Update - Preview of the 2nd Watershed Permit	73.08% 19	19.23% 5	3.85% 1	0.00% 0	3.85% 1	26
BACWA Hot Topics - AIR Issues/Climate Adaption	26.09% 6	39.13% 9	26.09% 6	8.70% 2	0.00% 0	23
BACWA Hot Topics - Recycled Water Policy	16.67% 4	37.50% 9	25.00% 6	12.50% 3	8.33% 2	24
BACWA Hot Topics - ELAP/TNI Lab Standards	29.17% 7	33.33% 8	25.00% 6	8.33% 2	4.17% 1	24

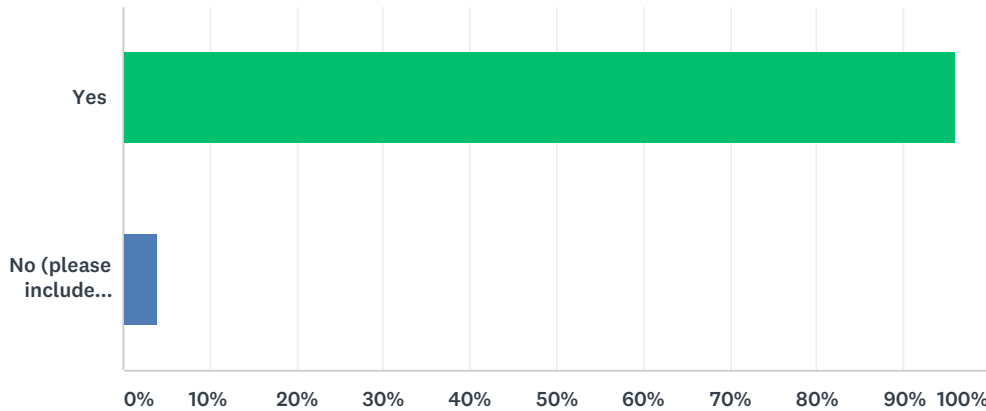
BACWA Annual Members Meeting 2019

BACWA Hot Topics - Toxicity Provisions	37.50% 9	33.33% 8	16.67% 4	8.33% 2	4.17% 1	24
BACWA Hot Topics - Compounds of Emerging Concern	33.33% 8	20.83% 5	33.33% 8	4.17% 1	8.33% 2	24
Annual Meeting Wrap-Up	4.76% 1	23.81% 5	38.10% 8	23.81% 5	9.52% 2	21

#	OPTIONAL COMMENTS:	DATE
1	Did not stay for Hot Topics/Wrap-up. Needed to get back to office.	1/18/2019 9:08 AM
2	Everything is important, some are just less interesting!	1/16/2019 7:39 AM
3	Not able stay for some after lunch sessions	1/15/2019 9:03 AM
4	Would have been great if new EO could have attended	1/14/2019 4:48 PM

Q4 Did you find the overall length of the meeting to be appropriate? If not, please explain.

Answered: 25 Skipped: 1

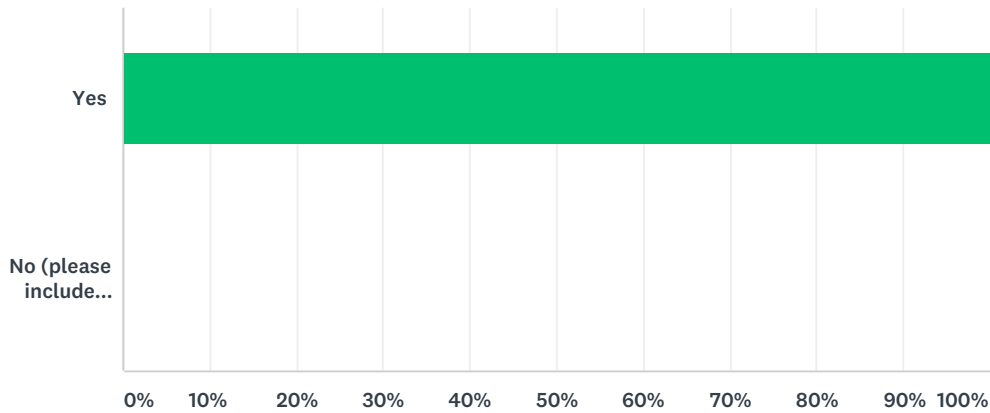


ANSWER CHOICES	RESPONSES	
Yes	96.00%	24
No (please include comment)	4.00%	1
TOTAL		25

#	COMMENT	DATE
1	The meeting ended quite rapidly by glossing over the afternoon session. I suggest to either: extend the meeting a little or cutback on the introduction pleasantries.	1/16/2019 7:02 AM

Q5 Would you recommend that we continue to have the meeting at this venue? (Scottish Rite Center, Oakland) Please explain and/or suggest another venue and why it would be better.

Answered: 26 Skipped: 0

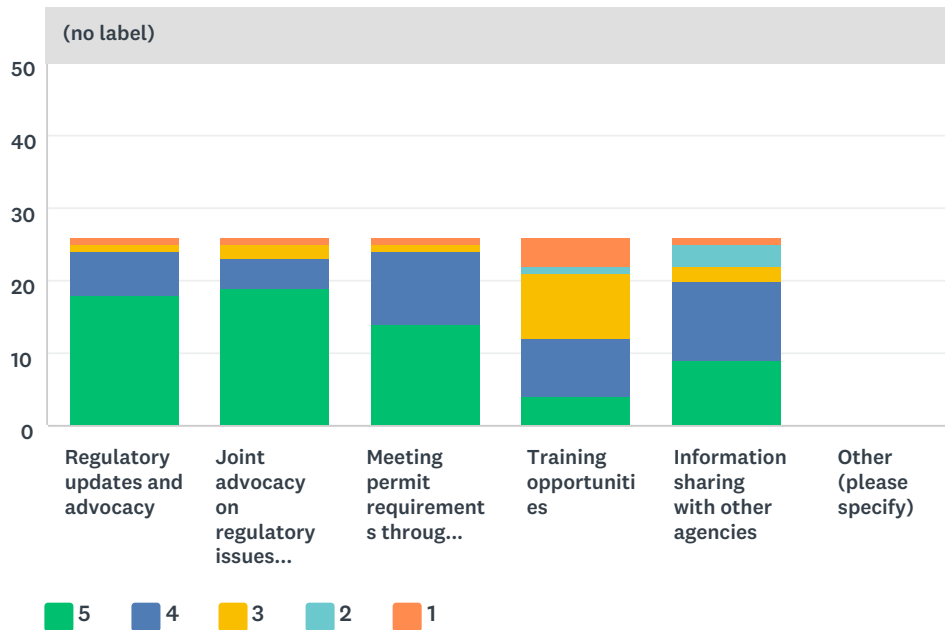


ANSWER CHOICES	RESPONSES	
Yes	100.00%	26
No (please include comment)	0.00%	0
TOTAL		26

#	COMMENT	DATE
1	good parking, nice venue, good food.	1/16/2019 7:39 AM
2	The venue is great and parking is easy. It gets a little stuffy after lunch (is there ac/crack some windows)?	1/14/2019 4:54 PM
3	It was difficult to view the two projection screens. There were too many heads in the way. If possible, have it a bit higher.	1/14/2019 4:36 PM

Q6 What is the most important benefit that you receive from BACWA membership? Please rank your choices, choosing 5 as the MOST beneficial and 1 as the LEAST beneficial.

Answered: 26 Skipped: 0



(no label)						
	5	4	3	2	1	TOTAL
Regulatory updates and advocacy	69.23% 18	23.08% 6	3.85% 1	0.00% 0	3.85% 1	26
Joint advocacy on regulatory issues through BACWA rather than as individual agencies	73.08% 19	15.38% 4	7.69% 2	0.00% 0	3.85% 1	26
Meeting permit requirements through joint efforts on watershed permits vs. individual permits	53.85% 14	38.46% 10	3.85% 1	0.00% 0	3.85% 1	26
Training opportunities	15.38% 4	30.77% 8	34.62% 9	3.85% 1	15.38% 4	26
Information sharing with other agencies	34.62% 9	42.31% 11	7.69% 2	11.54% 3	3.85% 1	26
Other (please specify)	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0

#	OPTIONAL COMMENTS:	DATE
1	these are all beneficial!	1/16/2019 8:33 AM

Q7 What BACWA events did you attend in 2018?

Answered: 25 Skipped: 1



ANSWER CHOICES	RESPONSES	
Committee meetings	84.00%	21
Workshops	56.00%	14
Workgroups	20.00%	5
Executive Board Meetings	36.00%	9
2018 Annual Meeting	92.00%	23
Other: (please specify)	4.00%	1
Total Respondents: 25		

#	OTHER: (PLEASE SPECIFY)	DATE
1	Permits	1/15/2019 7:28 AM

Q8 What could BACWA do to better serve your agency?

Answered: 4 Skipped: 22

#	RESPONSES	DATE
1	Serve fruitcake at all meetings (nothing I feel we are well served...thank you)	1/15/2019 7:16 AM
2	Board meetings that stick to the schedule. Written updates from every committee.	1/14/2019 5:22 PM
3	Continue to negotiate with the RWQCB on behalf of the agencies in new permits and WDRs. Thank you for all your help. It is greatly appreciated.	1/14/2019 4:36 PM
4	stay the course! great job this year, particularly with preparations for the 2nd Nutrient Permit	1/14/2019 4:34 PM

Q9 Any other suggestions for improving the meeting?

Answered: 3 Skipped: 23

#	RESPONSES	DATE
1	Relocate/adjust the screens to allow speakers to see the slides without having to turn from the audience and the microphone.	1/16/2019 8:33 AM
2	Please have a longer lunch for those slow eaters and 10 minute breaks during the afternoon. Lunch food was fantastic	1/14/2019 5:22 PM
3	If possible, improve the viewing of the two projection screens.	1/14/2019 4:36 PM

FY 2020 Proposed Budget Planning/Adoption Timeline

January 31, 2019

Deadline for Special Programs and Committees to submit FY 2020 draft budgets and workplans/financial requests and proposals to ED/AED.

February 5, 2019

Finance Committee Meeting

ED and AED meet with Finance Committee to present rough draft BACWA/CBC and Special Program (WOT) budgets and workplans, obtains feedback, and revises draft as necessary in preparation for the February 15, 2019 Board meeting.

February 15, 2019

Executive Board Meeting

As part of the regularly scheduled monthly Board meeting the ED will lead a discussion to present draft BACWA/CBC and Special Program (WOT) budgets and workplans and obtain input to address any questions/concerns raised by the Finance Committee. Feedback from Board, with input from BACWA members/meeting attendees (including Committee Chairs) will be used for further revisions in preparation for the March Executive Board meeting.

March 15, 2019

BACWA Board meeting

As part of the regularly scheduled monthly Board meeting, the ED will request final feedback from Board on the revised draft BACWA/CBC and Special Program (WOT) budgets and workplans. Any necessary final revisions will be made by the ED in preparation for approval at the April Executive Board meeting.

April 19, 2019

BACWA Board meeting

The ED will include on the regular BACWA Board meeting agenda, a request that the Board approve the Final FY 2020 BACWA/CBC and Special Program (WOT) budgets and workplans.



FISCAL YEAR 2019

FISCAL YEAR
2020

50% of
Budget

BACWA FY20 BUDGET	Line Item Description	FY 2019 Budget	Actuals Dec 2018	Actual % of Budget Dec 2018	Variance	FY20 DRAFT Budget	NOTES
REVENUES & FUNDING							
Dues	Principals' Contributions	\$496,837	\$496,835	100.00%	-\$2	\$506,774	FY20: 2% increase. 5 @ \$101,355
	Associate & Affiliate Contributions	\$182,144	\$169,906	93.28%	-\$12,238	\$184,111	FY20: 2% increase. 13 Assoc: \$8,364; 45 Affiliate: \$1,675. One collection member cancelled in FY19
Fees	Clean Bay Collaborative	\$675,000	\$657,980	97.48%	-\$17,020	\$675,000	Prin: \$450,000; Assoc/Affil: \$225,000
	Nutrient Surcharge	\$800,000	\$779,522	97.44%	-\$20,478	\$1,700,000	See Nutreint Surcharge Spreadsheet
	Voluntary Nutrient Contributions	\$0	\$0		\$0	\$0	
Other Receipts	AIR Non-Member	\$6,800	\$6,800	100.00%	\$0	\$6,936	2% increase (Santa Rosa)
	BAPPG Non-Members	\$3,800	\$3,801	100.03%	\$1	\$3,876	2% increase (Sta Rosa, Sac Reg'l, Vacaville) \$1,292/each
	Other	\$0	\$55,000		\$55,000	\$0	FY19: Biosolids & Climate Change Research in Agricultural Soils Project (Addl \$30k received in FY18) willnot be on FY20 Budget
Fund Transfer	Special Program Admin Fees	\$5,000	\$0	0.00%	-\$5,000	\$5,100	FY20: WOT/BACWWE, BABC? Increase to WOT/BACWWE at 2%
Interest Income	LAIF	\$20,000	\$23,121	115.61%	\$3,121	\$20,000	BACWA, Legal, & CBC Funds invested in LAIF
	Higher Yield Investments	\$9,000	\$5,708	63.42%	-\$3,292	\$18,000	Alternative Investment Interest (Legal & CBC Funds invested in AltInv)
	Total Revenue	\$2,198,581	\$2,198,673	100.00%	\$92	\$3,119,797	
BACWA FY18 BUDGET							
	Line Item Description	FY 2019 Budget	Actuals Dec 2018	Actual % of Budget Dec 2018	Variance	FY20 DRAFT	NOTES
EXPENSES							
Labor							
	Executive Director	\$201,682	\$100,841	50.00%	-\$100,841	\$207,531	ED requested 2.9%; \$99.77/hour; contract based on full time same as FY 19, 2080 hrs
	Assistant Executive Director	\$90,526	\$46,635	51.52%	-\$43,891	\$100,907	4.5% CPI (SF Bay Metro Area Dec 2018); \$63.07/hour; Reflects 1600 hours/yr (1500 FY 19 + 100 hrs additional for FY 20)
	Regulatory Program Manager	\$119,815	\$49,075	40.96%	-\$70,740	\$137,727	4.5% CPI (SF Bay Metro Area Dec 2018); \$100.16/hour; Reflects 1375 hours/yr (1250 FY 19 + 125 additional hrs for FY 20)
	Total	\$412,023	\$196,551	47.70%	-\$215,472	\$446,165	
Administration							
	EBMUD Financial Services	\$40,800	\$6,615	16.21%	-\$34,185	\$41,616	2% increase
	Auditing Services (Maze)	\$6,426	-\$67	-1.04%	-\$6,493	\$6,500	Lg Variance is due to Cash vs Accrual. New Auditor Contract expected in March 2019
	Administrative Expenses	\$7,650	\$2,436	31.84%	-\$5,214	\$7,803	2% increase. Travel, Supplies, Parking, Mileage, Tolls, Misc.
	Insurance	\$4,590	\$4,393	95.71%	-\$197	\$4,682	2% increase
	Total	\$59,466	\$13,377	22.50%	-\$46,089	\$60,601	
Meetings							
	EB Meetings	\$2,550	\$734	28.78%	-\$1,816	\$2,601	2% increase. Catering, Venue, other expenses
	Annual Meeting	\$10,200	\$9,413	92.28%	-\$787	\$10,404	2% increase. Catering, Venue, other expenses
	Pardee	\$6,120	\$5,608	91.63%	-\$512	\$6,242	2% increase. Catering, Venue, other expenses
	Misc. Meetings	\$5,100	\$4,085	80.10%	-\$1,015	\$5,202	2% increase. Hol & Comm Chair Lunch, Staff Mtgs, Fin Comm, Summit Ptnrs, CASA, NACWA Tech WS, Low Flow WS
	Total	\$23,970	\$19,840	82.77%	-\$4,130	\$24,449	
Communication							
	Website Hosting (Computer Courage)	\$600	\$600	100%	\$0	\$600	
	File Storage (Box.net)	\$750	\$720	96%	-\$30	\$750	
	Website Development/Maintenance	\$1,500	\$0	0%	-\$1,500	\$1,500	Domains, website changes
	IT Support (As Needed)	\$2,600	\$180	7%	-\$2,420	\$2,600	
	Other Commun (MS, SM, Backup, PollEv)	\$1,500	\$1,026	68%	-\$474	\$1,700	MS Exchange, Survey Monkey, CrashPlanPro, Carbonite, Doodle Polls, PollEv, add GoToMtg in FY20 at \$350/yr
	Total	\$6,950	\$2,526	36%	-\$4,424	\$6,150	

EXPENSES							
Legal							
	Regulatory Support	\$2,601	\$0	0%	-\$2,601	\$2,653	2% increase
	Executive Board Support	\$2,091	\$0	0%	-\$2,091	\$2,133	2% increase
	Total	\$4,692	\$0	0%	-\$4,692	\$4,786	
Committees						Requested	
	AIR	\$51,000	\$16,183	32%	-\$34,817	\$76,000	\$75k consulting support, \$1k misc expenses
	BAPPG	\$100,000	\$53,005	53%	-\$46,995	\$100,000	Includes CPSC @ \$10,000, OWOW @ \$10,000, and Pest. Reg Spt. @ \$15,000
	Biosolids Committee	\$3,100	\$206	7%	-\$2,894	\$1,000	
	Collections System	\$1,000	\$0	0%	-\$1,000	\$1,000	
	InfoShare Groups	\$1,200	\$173	14%	-\$1,027	\$1,000	FY19: funds for 2 workgroups (Asset Mgmt & O&M - AM on hiatus in FY20)
	Laboratory Committee	\$6,100	\$0	0%	-\$6,100	\$1,000	FY19: Includes Tech Conf. & training funds
	Permits Committee	\$1,000	\$556	56%	-\$444	\$1,300	all meetings moved to include lunch hour for commuting purposes
	Pretreatment	\$7,500	\$0	0%	-\$7,500	\$2,000	FY20: Includes \$1,000 for training
	Recycled Water Committee	\$1,000	\$0	0%	-\$1,000	\$1,000	
	Misc Committee Support	\$45,000	\$0	0%	-\$45,000	\$45,000	\$10,000 increase in FY19
	Manager's Roundtable	\$1,000	\$111	11%	-\$889	\$1,000	Unchanged
	Total	\$217,900	\$70,234	32%	-\$147,666	\$230,300	
Collaboratives							
	Collaboratives						
	State of the Estuary (SFEP-biennial)	\$20,000	\$0	0%	-\$20,000	\$0	Biennial in Odd Fiscal Years. (Paid biennially in odd years for even year conference)
	Arleen Navarret Award	\$0	\$1,000		\$1,000	\$2,500	Biennial in Even Fiscal Years (FY18 Budgeted Amount paid in FY19) Increase in FY20
	FWQC (Fred Andes)	\$7,500	\$0	0%	-\$7,500	\$7,500	Dues unchanged in FY19, FY20 notice not received yet
	Stanford ERC (ReNUWit)	\$10,000	\$0	0%	-\$10,000	\$10,000	Jackie to confirm the number of years remaining on BACWA annual commitment
	Misc	\$5,000	\$8,396	168%	\$3,396	\$5,000	BayCAN FY19 Annual Membership (NBWA? \$1,500 in FY18)
	Total	\$42,500	\$9,396	22%	-\$33,104	\$25,000	
Other							
	Unbudgeted Items						
	Other	\$0	\$85,000		\$85,000	\$0	Biosolids & Climate Change Research in Agricultural Soils Project (\$30k rec'd in FY18, \$55k rec'd in FY19)
		\$0	\$85,000		\$85,000	\$0	
Tech Support							
	Technical Support						
	Nutrients						
	Watershed	\$880,000	\$1,080,000	123%	\$200,000	\$2,000,000	1st year of 2nd WS Permit less \$200k paid in advance in FY19
	NMS Voluntary Contributions	\$200,000	\$200,000	100%	\$0	\$0	
	Additional work under permit	\$100,000	\$7,132	7%	-\$92,868	\$100,000	Will include HDR PO for \$225k spread out over FY20-24.
	Opt/Upgrade/Annual Reporting Studies	\$25,000	\$21,652	87%	-\$3,348	\$0	This line item will be deleted
	Regional Study on Non-Gray Scape	\$0	\$0	0%	\$0	\$500,000	New Line item in FY20
	Member Voluntary Nutrient Contributions	\$0	\$0		\$0	\$0	
	Nutrient Workshop(s)	\$20,000	\$0	0%	-\$20,000	\$0	Pilot Studies/Plant Review/Innovative Technologies
	General Tech Support	\$51,000	\$27,272	53%	-\$23,728	\$52,020	2% increase. (EOA ChlResidBPA expires at end of FY19)
	Risk Reduction	\$10,000	\$0	0%	-\$10,000	\$20,000	\$50,000 over 5 years (FY19-FY23) 2 Contracts for \$25,000 each over FY19, 20, & 21
	Total	\$1,286,000	\$1,336,056	104%	\$50,056	\$2,672,020	
	TOTAL EXPENSES	\$2,053,501	\$1,732,980	84%	-\$320,521	\$3,470,471	
	NET INCOME BEFORE TRANSFERS	\$145,080	\$465,693			-\$350,674	
	TRANSFERS FROM RESERVES	\$0				\$350,674	aligns with strategy of drawing down reserves to lessen impact of Nutrient Surcharge
	NET INCOME AFTER TRANSFERS	\$145,080				\$0	
	TOTAL OPERATING BUDGET	\$767,501				\$798,451	

Sherry Hull

From: Sherry Hull
Sent: Wednesday, February 13, 2019 9:21 AM
To: Sherry Hull
Subject: Coastal Hazards Adaptation Resiliency Group

From: Ellen Cross [<mailto:crosse@strategydriver.com>]
Sent: Wednesday, January 9, 2019 10:13 AM
To: Jacqueline Zipkin
Cc: Ellen Cross
Subject: CHARG: Welcome to our Steering Committee!

Dear Jacqueline,

On behalf of the Coastal Hazards Adaptation Resiliency Group <<https://sfbaycharg.org/>> (CHARG) (a new website will be launching next week with a listing of our Steering Committee!), a strategic initiative of the Bay Area Flood Protection Agencies Association <<http://bafpaa.org/home>> (BAFPAA), we would like to thank you for your commitment to serve on the Steering Committee for CHARG. We invited you as an esteemed and critical contributor on SLR resiliency issues to help CHARG transform regional planning into implementable solutions. This challenge requires that federal, state, and regional technical, scientific, and engineering expertise come together to address the complexities of SLR.

To ensure CHARG is linked and guided by the larger climate change adaptation community, CHARG is creating a steering committee to guide them on strategies, best management practices and forward thinking to create regional solutions. The CHARG steering committee is made up of representatives from regional, state and federal agencies; private business and Non-Governmental Organizations (NGOs) with relevant focus or interest in addressing sea level rise. As a member of the steering committee, you would attend meetings that occur approximately quarterly, where you would provide thought leadership and recommended actions to guide technical direction and generate strategy for CHARG.

I have also attached our Strategic Brief (2015) for your reference. We look forward to both East Bay Discharger Authority and Bay Area Clean Water Agencies (pending February approval) of joining our think tank!

Thank you,

ELLEN M CROSS
STRATEGY DRIVER INC
T 510 316 9657 | crosse@strategydriver.com
www.strategydriver.com



Bay Area Climate Adaptation Network All-Member Meeting

Thursday, February 14th | 9:30 AM – 2:00 PM

Elihu M. Harris State Office Building | Second Floor, Room 2 | 1515 Clay Street, Oakland

Please allow sufficient time to check in with building security

Coffee and Networking	9:00 AM
Welcome	9:30 AM
<i>Welcoming remarks, introductions & overview of today's agenda</i>	
In-Depth: Bringing Equity Deeply Into Local Government Adaptation Planning	9:45 AM
<ul style="list-style-type: none">Nahal Ghoghaie Environmental Justice Coalition for Water / Resilient Communities Initiative Coalition (RCI)Hoi-Fei Mok ICLEI USAJasneet Sharma San Mateo County	
Bay Area Adaptation Networking Exercise	10:45 AM
<i>Connect with projects, resources and key players from the around the Bay</i>	
The Latest from Sacramento: The New Administration	11:15 AM
<ul style="list-style-type: none">Louise Bedsworth, Director, Strategic Growth Council	
BayCAN Lightning Round: Adaptation News, Info & Announcements	11:35 AM
<ul style="list-style-type: none">CASA, BayCAN Slide Deck, SLR Working Group, ARCCA, new governance and more!	
Lunch (provided by BayCAN)	12 Noon
In-Depth: How Markets May Reward Cities Who Plan for Climate Change	12:30 pm
<ul style="list-style-type: none">Eric Sandler Chief Financial Officer, San Francisco Public Utilities CommissionLori Treviño Assistant Vice President, Moody's Investors ServicePaul Fuller CEO, Allied Public Risk LLC	
In-Depth: Mainstreaming Climate Adaptation Widely Across Your Jurisdiction	1:30 pm
<i>Best practices, laudable attempts and screaming success stories</i>	
Adjourn	2:00 PM



BACWA BOARD POLICIES

POLICY NUMBER: BAP – 1.06

NAME OF POLICY: Succession Planning

LAST REVISED:

PREVIOUSLY LAST REVISED:

PURPOSE: To ensure that planning is conducted to provide for the identification and succession of future leadership of the organization and to assist in identifying key individuals who should be consulted on issues as they arise.

POLICY: At all times BACWA shall have a Succession Plan in place that identifies the succession of leaders within the organization. At a minimum the Plan shall have three categories of leadership: Principal representatives, Committee leadership, and Other Representatives. The Plan for Principal representatives shall list the current Signatory Agency designated Executive Board member and their alternates as well as the Chair and Vice-Chair. The Committee Plan shall list the Committee Chair and Vice Chair or Co-Chair. The Other Representative Plan shall list the representatives for the variety of activities and initiatives in which BACWA is engaged.

Generally, the Executive Board Chair and Vice-Chair and Committee leaders will serve for a term of one year however longer terms can be approved with concurrence of the respective Board or Committee. Upon completion of a term, the Executive Board Chair will generally be replaced by the Vice-Chair while the Committee Chair will generally be replaced by the Vice-Chair or Co-Chair. Other Representatives generally serve for the duration of the activity or initiative for which they are the BACWA liaison.

At a minimum the Succession Plan shall be reviewed and updated annually as part of the budgeting process. More frequent updates are recommended as leadership positions change. These can be formally presented to the Executive committee or noted by the Executive Director in routine reporting.



BACWA BOARD POLICIES

POLICY NUMBER: BFP – 2.01

NAME OF POLICY: Category of Membership

LAST REVISED:

PREVIOUSLY LAST REVISED:

PURPOSE: Establish various categories of membership in BACWA under the authority of the Joint Powers Agreement which specifies two general types of member: Signatory Agencies (known as Principals and who comprise the Executive Board) and Associate Members

POLICY: In Its mission to represent all wastewater public agencies on regulatory issues in the San Francisco Bay Area, BACWA will provide various categories of Associate membership under the authority set forth in the Joint Powers Agreement. All members will contribute to the operation of BACWA by paying dues and fees that are established by the Executive Board. The categories of Associate membership are as follows:

Category 1: Associate Member (greater than or equal to 10 mgd treatment plant permitted design capacity)

Category 2: Affiliate Associate Member (less than 10 mgd treatment plant permitted design capacity)

Category 3: Affiliate Collection-Only Associate Member (separate public agency having only a collection system which discharges to a regional treatment plant)

Recognizing that other public agencies outside the Bay Area regulatory jurisdictions may desire to participate in some of BACWA's activities and committees, BACWA will allow participation of non-members, on a case-by-case basis, who pay fees established by the Executive Board. Note: this Policy is supported by BACWA Resolution No. R-19-01.



BACWA BOARD POLICIES

POLICY NUMBER: BFP – 2.05

NAME OF POLICY: Budgeting

LAST REVISED:

PREVIOUSLY LAST REVISED:

PURPOSE: To ensure that the approach and timing for preparation of the annual BACWA budget conforms to requirement set forth in the Joint Powers Agreement (JPA) while providing the Executive Board the needed financial resources for executing the fiscal year workplan.

POLICY: Each year BACWA shall develop a line item budget that incorporates the JPA requirement for budgeting for on-going operations (Part A); programs of general benefit (Part B); and programs of special benefit (Part C). The budget shall list all revenues and expenditures and be balanced. Balancing may be achieved by transferring from Reserves whenever expenditures exceed revenues.

On-going operations consist of yearly activities that promote completion of the mission of BACWA (e.g. committee activities, Executive Board meetings and activities, communications, contracts in support of administrative and on-going regulatory activities, etc.). Programs of general benefit consist of special activities that provide benefit to the wastewater community in the Bay Area (e.g. watershed permit compliance, special studies in support of developing regulations or regulatory compliance, etc.). Programs of special benefit consist of supporting activities and initiatives that benefit a subset of the BACWA membership who then participate in the funding for those activities or initiatives (e.g. special training, special education or regulatory compliance efforts, etc.).

The annual budget shall be prepared and reviewed by a subset (Finance Committee) of the Executive Board and subsequently presented in draft form to the entire Executive Board for review and modification.

A schedule for budget adoption shall be presented to the Executive Board which provides for adoption before the end of the fiscal year to allow adequate time for Associate Members to incorporate BACWA dues and fees into their own individual budgeting processes.

Committee Request for Board Action: None

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

24 attendees (including 12 on phone) representing 12 member agencies

Recycled Water Policy Update

The committee discussed the issue of a possible gap in recycled water production coverage once recycled water projects are transitioned from 96-011 to the State General Order. Regional Water Board staff are still talking about permitting options and have not yet made a final decision. Going to master reclamation permits, where wastewater and recycled water are covered under the same order, is the last choice. The Water Board is considering including language about recycled water to help cover production when permits come up for NPDES permit renewal. They would also reference engineering reports in the NOA, as well as NPDES permits, as an interim measure during the transition to the State General Order. The legal requirements for recycled water are included in Title 22, so incorporating that regulation by reference may be sufficient. Small onsite users may use the small domestic wastewater permit from the State Water Board. Senate Bill 966 will establish the regulatory structure for some onsite systems.

Recycled Water Permit Transition

All agencies currently covered by 96-011 should contact Blair Allen to make sure that he has electronic **copies of their documents. Reports in the grid Blair provided with "ECM" numbers are available** electronically. Some agencies have reports in hard copy, but not digital forms, which is what the Water Board needs. The committee requested that the Water Board provide a list of gaps in their documents and the committee could help fill the gaps. The Regional Water Board is considering a single regulatory action to transition 96-011 permittees to the State General Order.

BAIRWMP Update

The IRWMP Planning Subcommittee received 47 project preapplication forms, requesting a total of \$267M, to consider for the next round of funding, for which there is \$23M available. The Coordinating Committee would like to split the funds between about 10 projects, therefore most projects will not be funded. The Committee recommends that smaller projects consider consolidating with other similar projects, and possibly consider a phased funding approach due to the limited available funds. A preapplication memo went out to projects to explain the criteria and information expected. The applications will probably go out in February since the State is behind schedule by at least a month. Cheryl Muñoz, the BACWA representative, will share an updated schedule once available. The Planning Subcommittee still wants to meet with DWR in July, where the projects can be reviewed together. With respect to geographic distribution, the preponderance of projects were from the East Bay.

Title 22 and Title 17 Update

WaterReuse CA is preparing a legislative proposal to mandate much needed updates to water recycling regulations in Title 22 and Title 17. To support the proposal to update the recycled water regulations, WaterReuse is seeking specific **examples of projects that have obstacles and can't move forward unless** these regulations are updated, and specific cases where more recycling can be accomplished if these changes are made.

Next Meeting – Tuesday, March 5, 2019, 10:30 am to 12:30 pm, EBMUD Board Room annex

Operations and Maintenance Infoshare Group Report to BACWA Board

Committee Meeting on: 01/23/19
Executive Board Meeting Date: 2/15/19
Committee Chairs: Kevin Dickison and Joaquin
Gonzales

Committee Request for Board Action: None

14 attendees representing 7 member agencies

Highlights of New Items Discussed and Action Items

Chlorine Residual Permitting update

Tom Hall of EOA gave an [update](#) on his efforts to address chlorine residual permitting, and discussed the following:

- POTW specific examples of chlorine (disinfection) dosing (30 vs 35 CFU/100 mL enterococcus limits) and bisulfite (dechlorination) dosing (overdosing) strategies.
- How to calculate 1-hour average effluent concentrations from continuous monitoring SCADA data and how to handle NDs in the calculations.
- Relative benefits of 0.1 vs 0.2 vs 0.3 mg/L RL if WQBELs aren't allowed (i.e. for shallow water dischargers).

After the completion of this effort, it will be approximately a year before the new limits are effective in permits.

Round Table Discussion - Equipment Condition Assessment and Asset Management Software

There was a discussion of how to capture knowledge about equipment condition, record it, and score it. Agencies reported using one of the following software packages for asset management:

- Maintenance connection
- Mainsaver
- Maximo
- NEXGEN

Once agency reported cost savings from going from a time-based to a condition-based replacement plant. There was a discussion about the difficulties involved with identifying which assets to track, and how to assign costs to them. Some agencies have retained consultant help, but consultants often have different opinions on costs and asset condition.

Next Meeting: tbd

Committee Request for Board Action: None**11 attendees, representing 14 member agencies.****Round Table Discussion on staffing, scheduling, and knowledge transfer**

The committee held a round table discussion to allow agencies to share information about recruitment of new staff, retention, and transfer of institutional knowledge. The following questions were tee'd up for participants:

- a. How does the wastewater industry successfully attract millennials?
- b. Are PEPPRA rules an issue in recruiting new public agency employees?
- c. How does an agency successfully transfer institutional knowledge to new employees?
- d. How does an agency implement an internship program for collection system jobs?
- e. Are there any effective high school recruitment programs?

There was a discussion about how pay and benefits disparities between agencies are an issue for retention at some of the lower paying agencies. Some members reporting having good luck recruiting via Baywork. Some agencies have had success recruiting via internships, but others do not have a clear route from internship to employment. The group also discussed knowledge transfer, and how to ensure that institutional knowledge does not disappear when staff retire. Some agencies rotate staff positions to ensure that all staff have a breadth of knowledge. Other agencies discussed the use of electronic records to capture information.

SSS WDR Update

The State Water Board circulated a draft outline for SSMPs that may be included with the SSS WDR revision. BACWA provided the following comments for CASA to incorporate into their response to the State Water Board:

The new outline is substantially more prescriptive. Preparing a SSMP using the new outline will require additional staff resources and add cost. Although many agencies, including NapaSan, have established programs (asset management, risk assessment, forecasted capital improvement needs, FOG pretreatment, communication, KPI, etc.), the effort to include or reference this information in the SSMP outweighs the benefits. For example, if someone (staff or public) were interested in forecasted capital improvement needs, the information would be more easily located in the agency's capital plan and/or approved budget. Listing this information in multiple locations creates additional complexity, effort, and opportunity for inconsistencies.

The group was not certain whether the recommended SSMP outline would be enforceable. The committee leadership will follow up with CASA.

Advanced Quantitative Precipitation Information (AQPI)

In 2017, all of the Integrated Regional Water Management Planning funds available to the San Francisco Bay Region were allocated to the AQPI project. AQPI plans to place up to five new X-band radar units throughout the Bay Area, specifically to provide more precise rainfall forecasting for atmospheric rivers. The project has been integrated into the Bay Planning Coalition and needs additional support from entities interested in obtaining the high resolution precipitation data. The Regional Water Board could be asked to give enforcement consideration to agencies who have provided funding to AQPI, and are at risk from third party lawsuits.

Next Collection System Committee Meeting

The committee will be transitioning to a quarterly schedule. Our next committee meeting will be held on April 25, 2019.

Committee Notes are available [online](#).
25 attendees representing 16 member agencies

O'Rorke Update

O'Rorke is dissolving as a corporation, and our main contact there, Emiko Hashisaki, has moved to another firm. They are providing all of BACWA's collateral for storage, but the status of the outreach campaigns is currently uncertain. The BAPPG Chairs will discuss the possibility of closing out the fiscal year with Emiko at her new firm. BAPPG will need to issue another RFP for support in FY20.

P2 Reporting

Debbie Phan, Regional Water Board, gave a [presentation](#) on how she evaluates P2 reports.

Homeless Encampment Cleanup

Ryan DeBaeke and Zilverio Rivera, Police Officers from the City of Petaluma, provided a presentation [presentation](#) on the logistical challenges associated with addressing the City's homeless population. The Police coordinate with the City's Public Works department to address the health and safety issues. They spoke to the issues associated with providing shelter beds and services, as well as some of the hazards and difficulties from cleaning up abandoned homeless encampments, which are a major source of trash in the watershed. They previously had a grant to cover some of the costs associated with cleanup, and plan to continue the work. Petaluma used some of the SEP money associated with an SSO violation to cover the costs of purchasing cleanup equipment.

Sam Dodge, a Homelessness Coordinator with San Francisco Public Works, discussed San Francisco's approach in pairing social workers with law enforcement to move homeless residents into shelter and services. He described how San Francisco removes large encampments and ensures they do not come back to the same location.

Budget

The FY19 committee budget was approximately 59%, spent.

Next BAPPG Meeting

BAPPG General Meeting

April 2, 2019: 10:00am-12:00pm
1515 Clay Street, Second Floor, Room 12
Oakland, CA



Executive Director's December 2018 Report

NUTRIENTS:

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

- Communicated with the Contract Management Group on the next scheduled conference call.
- Coordinated with the NMS Science Manager on presentations, meetings, and key issues on nutrients.
- Attended the quarterly meeting of the NMS Steering Committee and provided services in preparing the meeting minutes.
- Worked with SFEI to plan for the next meeting of the NMS Planning Subcommittee
- Held the monthly NST meeting in conjunction with the bimonthly meeting with the Water Board
- Coordinated with the HDR Project Manager on the schedule and budget for the additional tasks for preparation of the Op/Upgrade Report brochure and summary presentation to the Water Board.
- Sent letters of appreciation to the consulting team who prepared the Nutrient Reductions Study

BACWA BOARD MEETING AND CONFERENCES:

- Worked with staff in preparing for the December Board meeting including preparation of the final agenda and coordination with presenters.
- Attended the Board meeting and provided a nutrient update presentation
- Continued to track all action items to completion
- Planned for the Annual BACWA Committee Appreciation luncheon
- Planned for and conducted the bimonthly meeting with the Water Board staff

ASC/SFEI:

- As the Chair of the Governance Committee, coordinated with the SFEI Executive Director on committee activities.



- Discussed coordination of activities between SFEI and SFEP with the SFEI Executive Director

COLLECTION SYSTEM COMMITTEE:

- Coordinated with the RPM on planning for the next Collection System Committee meeting.
- Coordinated with BACWA staff on the collaborative effort amongst CASA, SCAP and BACWA on continuing to inform the SWRCB on issues with the proposed SSS WRD.

FINANCE:

- Reviewed the monthly BACWA financial reports with the AED.
- Reviewed and revised the BACWA Contracting Policy and presented to the Board

PERMIT COMMITTEE:

- Coordinated with the RPM for items to agendaize for the next Permit Committee meeting.
- Participated in a conference call with the Summit Partners to coordinate comments on the Toxicity Provisions.
- Attended the semi-annual joint meeting with the CASA Regulatory Workgroup

LAB COMMITTEE:

- Coordinated with the Summit Partners on the next steps in finding a workable solution for all labs on meeting the challenges of implementing the TNI standards.

BAPPG COMMITTEE:

- Worked with the RPM to coordinate the preparation of the CEC White Paper



COLLABORATIONS:

- Coordinated with CASA Regulatory Program Manager and Executive Director on regulatory issues of mutual concern.
- Coordinated with the Bay Area Biosolids Coalition to discuss a potential role for BACWA in assisting with the administration of the Coalition's activities.
- Continued serving as contract administrator for a research effort with UC Merced.
- Coordinated with SCAP and their legal team on the next steps on the toxicity lawsuit against EPA

AIR COMMITTEE:

- Coordinated with the AIR Committee leadership on current regulatory issues.

WOT:

- Coordinated with Solano Community College in planning for the Spring 2019 BACWWE classes.
- Coordinated with BACWWE members on questions they had on the program.
- Participated in conference call with BayWork on coordination of BACWWE efforts

MANAGER'S ROUNDTABLE

- Planned for the next Bay Area Manager's Roundtable Meeting in January.

ADMINISTRATION:

- Planned for and conducted the monthly BACWA staff meetings 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.
- Coordinated with ABAG on the finalization of the Prop 84 invoices
- Worked with the AED to provide a plaque to the retiring Executive Officer of the Water Board
- Attended a meeting with CCCSD staff to present a BACWA update on the 2nd Watershed Permit
- Attended the required biennial Ethics training

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



Executive Director's January 2019 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 NMS Science Manager on presentations, meetings, and key issues on nutrients.
- Planned for and conducted a BACWA Workshop on the 1st Administrative Draft of the Nutrient Watershed Permit.
- Conducted follow-up discussions with the WB staff on key issues on the Administrative Draft of the Nutrient Watershed Permit
- Worked with SFEI to plan for the next meeting of the NMS Planning Subcommittee
- Coordinate with the NST on review and mark-up of the 1st AD
- Coordinated with the HDR Project Manager on the schedule and budget for the additional tasks for preparation of the Op/Upgrade Report brochure and summary presentation to the Water Board.

BACWA BOARD MEETING AND CONFERENCES:

- Worked with staff in preparing for the Annual Meeting including visiting the venue and attending to final preparations.
- Attended the Annual Meeting and provided a nutrient update presentation
- Continued to track all action items to completion
- Planned for the bimonthly meeting with the Water Board staff

ASC/SFEI:

- As the Chair of the Governance Committee, coordinated with the SFEI Executive Director on committee activities and chaired a Committee conference call.
- Attended the quarterly SFEI/ASC Board
- Participated in a conference call to finalize the Strategic Plan
- Participated in a 360-degree interview as part of the evaluation process for the SFEI Executive Director

COLLECTION SYSTEM COMMITTEE:

- Coordinated with the RPM on planning for the next Collection System Committee meeting and attended the meeting.
- Coordinated with BACWA staff on the collaborative effort amongst CASA, SCAP and BACWA on continuing to inform the SWRCB on issues with the proposed SSS WRD.

**FINANCE:**

- Reviewed the monthly BACWA financial reports with the AED.
- Prepared for the annual budget review with the Finance Committee

AIR COMMITTEE:

- Coordinated with the AIR Committee leadership on current regulatory issues.

O&M INFO SHARE COMMITTEE:

- Attended the meeting and discussed issues on workforce succession planning and educational opportunities and provided updates on key BACWA issues

PERMIT COMMITTEE:

- Coordinated with the RPM for items to agendize for the next Permit Committee meeting

LAB COMMITTEE:

- Coordinated with the Summit Partners on the next steps in finding a workable solution for all labs on meeting the challenges of implementing the TNI standards.

BAPPG COMMITTEE:

- Worked with the RPM to coordinate the preparation of the CEC White Paper

COLLABORATIONS:

- Coordinated with CASA Regulatory Program Manager and Executive Director on regulatory issues of mutual concern.
- Coordinated with the Bay Area Biosolids Coalition to discuss a potential role for BACWA in assisting with the administration of the Coalition's activities.
- Continued serving as contract administrator for a research effort with UC Merced.
- Met with the Executive Director of the Bay Planning Coalition to discuss collaboration on regulatory relief associated with supporting the AQPI project
- Participated in the BAIRWMP meeting on the next round of IRWM funding

**WOT:**

- Coordinated with Solano Community College in kicking-off the Spring 2019 BACWWE classes.
- Coordinated with BACWWE members on questions they had on the program
- Participated in discussions with the Executive Committee on the future of the program.

MANAGER'S ROUNDTABLE

- Planned for conducted the quarterly Bay Area Manager's Roundtable Meeting.

ADMINISTRATION:

- Planned for and conducted the monthly BACWA staff meetings at the venue for the Annual Meeting to coordinate and prioritize activities.
- Worked with the RPM and AED to test the new Go To Meeting application
- 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.
- Coordinated with ABAG on the finalization of the Prop 84 invoices

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	Responsibility	Deadline	Status
Action Items from December 21, 2018 BACWA Executive Board Meeting					
2018.12-72	Group Annual Report	Report on all unanticipated increases in loads	RPM	10/1/2019	Completed
2018.12-71	Letter of Appreciation	Check with HDR on who best to sign	ED	12/31/2019	Completed
2018.12-70	New WB Executive Officer	Send out notice to all BACWA members	AED	12/31/2019	Completed
2018.12-69	2nd WS Permit Survey	Follow-up on submitting	RPM	12/31/2019	Completed
2018.12-68	Poll Everywhere	Provide instruction at annual meeting to avoid overload	AED	1/11/2019	Completed
2018.12-67	SVCW	Invite back in summer after food waste pilot complete	AED	7/1/2019	Completed
2018.12-66	2nd WS Permit Regional Study	Propose governance structure	ED	1/31/2019	Completed
2018.12-65	2nd WS Permit Dry Season	Redefine	ED	1/31/2019	Completed
2018.12-64	2nd WS Permit Baseline calculation	Show examples in Fact Sheet	ED	1/31/2019	Completed
2018.12-63	Microplastics Policy Advisory Committee	Obtain outreach materials	Karin North	1/31/2019	Completed
2018.12-62	Executive Board Meeting at Codiga Center	Confirm with Codiga and send 2019 Exec Board Mtg Invites to Exec Bd.	ED/AED	1/4/2019	Completed
2018.12-61	Nutrient Reduction Study Commendation	Send letter to HDR	ED/AED	12/31/2018	Completed
2018.12-60	Annual Meeting Speakers	Invite Felicia Marcus from SWRCB	ED/AED	12/31/2018	Completed
2018.12-59	EPA WQIF BACWA Support	Sign and send letter to CCCSD	ED/AED	12/21/2018	Completed
2018.12-58	Administrative Draft	Review - set up short-notice review	ED/AED	TBD	Completed
Action Items Remaining from Previous BACWA Executive Board Meetings					
2018.11-57	Chemical Consortium	Coordinate with Jeff Carsons DSRSD	ED	12/31/2018	waiting for reply
2018.11-42	Pardee Technical Seminar	Create Tent Cards (for Water Board Staff at a minimum)	AED	on-going	Completed
2018.11-41	NST Meetings	Notify NST Members in advance of when Water Board Staff will attend.	ED/RPM/AED	on-going	Completed
2018.7-02	State level AIR & Water Regulatory conflicts	Take to next meeting of Summit Partners	ED	12/31/2018	Pending

FY19: 70 of 72 Action Items completed

FY18: 66 of 66 Action Items completed

FY17: 90 of 90 Action Items completed



DATE	AGENDA
<p>3/15/2019</p> <p>Monthly Board Mtg Items due: 3/8 Scheitel, Mitsuddy, White, Zipkin, Henderson Williams; Fono; Hull</p>	<p>Consent Previous Board Meeting Minutes Monthly Financial Report</p> <p>Authorizations & Approvals Other Business - POLICY/STRATEGIC Discussion: Water Board Jt Mtg Debrief Discussion: Update on CASA Climate Change Program</p> <p>Other Business - OPERATIONAL Discussion: Second Draft of FY20 Budget Discussion: Draft BACWA Policy on Website</p> <p>Reports Committee Reports (Committee Chairs) Board Reports (Executive Board) ED Report (ED) RPM Report (RPM) Other BACWA Representative Reports</p>
<p>3 or 4/?/2019</p> <p>Joint Meeting - Water Board Scheitel, Mitsuddy, White, Zipkin, Henderson Williams; Fono</p>	<p>Other Business: Discussions</p>
<p>4/19/2019</p> <p>Monthly Board Mtg Items due: 4/12 Scheitel, Mitsuddy, White, Zipkin, Henderson Williams; Fono; Hull</p>	<p>Consent Previous Board Meeting Minutes Monthly Financial Report</p> <p>Authorizations & Approvals Approval: FY20 Budget</p> <p>Other Business - POLICY/STRATEGIC Discussion: Draft Agenda Water Board Jt Mtg</p> <p>Other Business - OPERATIONAL Discussion: Update on BAAQMD Regulations Discussion: Update on regional and statewide biosolids issues Discussion: NBWA Conference Debrief</p> <p>Reports Committee Reports (Committee Chairs) Board Reports (Executive Board) ED Report (ED) RPM Report (RPM) Other BACWA Representative Reports</p>
<p>5/?/2019</p> <p>Joint Meeting - Water Board</p>	<p>Other Business: Discussions</p>

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono

5/17/2019 Consent

Monthly Board Mtg

Items due: 5/10

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono; Hull

Previous Board Meeting Minutes

Monthly Financial Report

Authorizations & Approvals

Approval: FY19 Staff Consulting Amendments/Agreements

Approval: Officers: Chair & Vice-Chair FY19

Authorization (ED): Legal & IT Support Amendments FY19

Other Business - POLICY/STRATEGIC

Discussion: Water Board Jt Mtg Debrief

Discussion: CEC Update

Discussion: Update on regional and statewide biosolids issues

Other Business - OPERATIONAL

Reports

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

6/21/2019 Consent

Monthly Board Mtg

Items due: 6/14

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono; Hull

Previous Board Meeting Minutes

Monthly Financial Report

Authorizations & Approvals

Approval: FY19 Agreements

Approval: Confirm BACWA Rep to ASC/SFEI Jt Board

Other Business - POLICY/STRATEGIC

Discussion: Update on CASA Climate Change Program

Other Business - OPERATIONAL

Discussion: BAAQMD Annual Meeting Draft Agenda

Discussion: CPSC Update

Discussion: Update on Silicon Valley Food Waste Program

Reports

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

7/19/2019 Consent

Monthly Board Mtg

Items due: 7/12

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono; Hull

Previous Board Meeting Minutes

Monthly Financial Report

Authorizations & Approvals

Approval: Annual Nutrient WS Payment

Approval: FY20 Agreements

Approval: BACWA Biennial Conflict of Interest Code Review

Other Business - POLICY/STRATEGIC

Discussion: Water Board Jt Mtg Draft Agenda

Discussion: Draft Agenda Pre-Pardee Technical Seminar

Discussion: Risk Reduction Update

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

Other Business - OPERATIONALDiscussion: Options for Supporting the Bay Area Biosolids Coalition**Reports**

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

8/16/2019**Consent****Monthly Board Mtg**

Items due: 8/9

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono; Hull

Previous Board Meeting Minutes

Monthly Financial Report

Authorizations & Approvals

Approval:

Other Business - POLICY/STRATEGIC

Discussion: Water Board Jt Mtg Debrief

Discussion:

Other Business - OPERATIONALDiscussion:**Reports**

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

8/16/2019**No Board Actions Permitted****Pre-Pardee Seminar**

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono; Hull

8/?/2019**Joint Meeting - Water Board**

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono

Other Business: Discussions**9/26-27/2019****No Board Actions Permitted****Pardee Technical Seminar**

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono; Hull

10/18/2019**Consent****Monthly Board Mtg**

Items due: 10/11

Schectel, Mitsuddy, White, Zipkin, Henderson

Previous Board Meeting Minutes

Monthly Financial Report

Authorizations & Approvals

Williams; Fono; Hull

Approval:

Other Business - POLICY/STRATEGIC

Discussion: Pardee Debrief & Survey

Discussion: Water Board Jt Mtg Draft Agenda

Other Business - OPERATIONAL

Reports

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

11/15/2019

Consent

Monthly Board Mtg

Items due: 11/8

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono; Hull

Previous Board Meeting Minutes

Monthly Financial Report

Authorizations & Approvals

Approval: Adoption of FY19 Annual Reports

Other Business - POLICY/STRATEGIC

Discussion: Water Board Jt Mtg Debrief

Discussion: ReNEWIt Industrial Advisory Board Meeting Debrief

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/?/2019

Joint Meeting - Water Board

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono

Other Business: Discussions

12/20/2019

Consent

Monthly Board Mtg

Items due: 12/13

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono; Hull

HOLIDAY & COMMITTEE

LEADER APPRECIATION

LUNCH

Previous Board Meeting Minutes

Monthly Financial Report

Authorizations & Approvals

Other Business - POLICY/STRATEGIC

Discussion:

Discussion: Update on CASA Climate Change Program

Other Business - OPERATIONAL

Discussion: Annual Meeting Agenda

Discussion: Budget Schedule & Key Issues

Reports

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

1/?/2020

Annual Members Mtg

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

Service & Leadership Recognition
RMP & NMS Update
EPA, CWRCB, RWCB, Air Dist,

2/21/2020

Consent

Monthly Board Mtg

Items due: 2/8

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

Previous Board Meeting Minutes
Monthly Financial Report

Authorizations & Approvals

Approval:

Other Business - POLICY/STRATEGIC

Discussion: Joint Meeting Debrief

Other Business - OPERATIONAL

Discussion: FY2019 Budget Planning - 1st Draft of FY21 Budget

Discussion: Annual Meeting 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



Regulatory Program Manager's Report to the Board

December 2018

NUTRIENTS: Sent results of nutrient growth and planning survey to Regional Water Board. Developed and distributed templates for early actors and increased loads. Participated in NST meeting. Participated in CMG meeting

BACWA BULLETIN: Drafted and distributed December Bulletin.

CECs: Arranged and participated in conference call with BACWA stakeholders and Regional Water board staff on CEC participation White Paper. Discussed next steps with RMP staff.

COLLABORATIONS: Participated in CASA RWG meeting. Reviewed Summit Partners comments on proposed State Water Board Climate Change survey.

TOXICITY: Developed presentation on proposed toxicity comments for lab committee and Executive Board meeting. Worked with CVCWA, and BACWA member agencies to develop recommendations on chronic toxicity monitoring schedule. Developed BACWA comments and delivered to State Water Board.

COMPLIANCE: Started drafting NPDES compliance letter.

COMMITTEE SUPPORT:

BAPPG – Attended meeting, and drafted notes and Board report.

Biosolids –Assisted in Solano County Biosolids Report.

Collection Systems – Drafted November Board Report and contacted Santa Rosa to line up a speaker on disaster recovery. Updated sewer rate survey.

Laboratory – Assisted with agenda and attended meeting. Drafted Board Report.

O&M Infoshare – Planned January meeting.

Permits – Participated in Joint meeting with CASA RWG. Reviewed Regional Water Board language implementing bacterial objective.

Recycled Water –Reviewed updated draft Recycled Water Policy. Discussed problems with transition and recycled water production coverage with members, Regional Water Board staff, and State Water Board staff. Testified at State Water Board Toxicity Policy adoption.

Executive Board – Developed agenda for joint meeting with Regional Water Board, participated in meeting and drafted summary. Prepared for Executive Board meeting, attended meeting. Prepared for Annual meeting.

ADMINISTRATION/STAFF MEETING – Managed committee Google Groups. Updated documents on website.

MEETINGS ATTENDED:

Joint meeting with RWB and NST (12/3), staff meeting (12/4), BAPPG (12/5), Conference call for toxicity comment (12/5), Recycled Water Policy Adoption (12/11), Lab Committee (12/12), CASA RWG (12/13), CMG Call (12/14), Executive Board meeting and Committee Leader appreciation lunch (12/21).



Regulatory Program Manager's Report to the Board

January 2019

NUTRIENTS: Reviewed and commented on first Administrative Draft of 2nd Nutrient Watershed Permit. Managed members' comments on the Draft through a Google Doc. Calculated different baseline and buffer scenarios. Collected and compiled agencies' template responses on early actors and increased load factors. Prepared for and participated in Jan 17 NST meeting.

BACWA BULLETIN: Drafted and distributed January/February Bulletin.

COLLABORATIONS: Reviewed Summit Partners comments on proposed State Water Board Climate Change survey.

TOXICITY: Developed and delivered presentation on Toxicity Provisions at Annual Meeting. Participated in CASA call planning meeting with State Water board staff.

COMPLIANCE: Drafting NPDES compliance letter and shared with member agencies.

ANNUAL MEETING: Prepared for and managed presentations at the Annual Meeting. Updated the Regulatory Issues matrix.

COMMITTEE SUPPORT:

AIR – Attended meeting. Discussed next AIR support contract with chairs and consultant.

Collection Systems – Drafted January agenda and attended meeting. Reviewed State Water Board proposed SSMP outline.

Managers Round Table – Prepared regulatory slides.

O&M Infoshare – Prepared for and attended meeting.

Permits – Reviewed Regional Water Board's proposed permit language implementing Bacterial Objectives.

Pretreatment – Discussed BACWA support of EBMUD hosted Pretreatment Class.

Recycled Water – Attended meeting and drafted notes.

Executive Board – Reviewed and edited December meeting minutes.

ADMINISTRATION/STAFF MEETING – Managed committee Google Groups. Updated documents on website. Worked with staff on GoToMeeting setup and screensharing practice.

MEETINGS ATTENDED:

Staff meeting and Scottish Rite Center walk-through (1/8), Annual meeting (1/11), Recycled Water Committee (1/15), AIR Committee (1/16), NST meeting on Administrative Draft (1/17), O&M Infoshare (1/23), Call with Water Board Staff on Administrative Draft (1/23), Collection Systems Committee (1/24), CASA call to prepare for toxicity meeting with State Water Board staff (1/31).

Board of Directors Meeting
Aquatic Science Center and San Francisco Estuary Institute

Friday, Jan. 2019 Time: 10:00 am – 2:00 pm
San Francisco Estuary Institute
4911 Central Ave, Richmond, CA 94804

Number: 1.415.655.0381 - Access Code: 664-310-209#

AGENDA (DRAFT)

Joint Business

1.	Call to Order SFEI Roll Call and Determination of Quorum ASC Roll Call and Determination of Quorum Review and Approval of Agenda – ASC Board Review and Approval of Agenda – SFEI Board	10:00 am Ann Hayden
2	Closed Session – Discussion of Performance Review for Executive Director	10:05
3	Public Comment	10:45 am
4	Action: Consent Items <i>Attachment 1 –Sept. 28, 2018 Meeting Minutes and Action Items – page __</i> Desired Outcome: Approval of Consent Items - Vote by ASC Board - Vote by SFEI Board	10:50 am Ann Hayden
5	Executive Director Report <i>Attachment 2 – Executive Director's Report – page __</i>	10:55 am Warner Chabot
6	Resilient Landscape - Presentation on 'Adaptation Atlas' Desired Action – Discuss SFEI's current and future partnership/leadership role on regional climate adaptation issues	11:05 pm Julie Beagle
7	Development Report – Attachment 3– page __	11:40 am Stacy Cullison
8	Board Member Reports	11:50 pm Board Members
9	Audit Report – Attachment 4– page __ Desired Outcome: Approval of the 2017-18 Audit and Selection of 2019 Auditor	11:55 Barbara Salzman, Warner Chabot
10	SFEI Officers Election & Discussion of New Board Members Attachment 5 – page __	12-05 Dave Williams, Warner Chabot
	LUNCH	12:20
11	SFEI 2019-24 Strategic Plan – Attachment 6 (By separate email) – page __ Desired Outcome: Approval of the Strategic Plan	12:35 pm Warner Chabot

	Adjourn Joint Business Meeting and Call SFEI Meeting to Order	1:15 pm
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San Francisco Estuary Institute Business Meeting

SFEI 1.	FY19 Q1 Financials & Program Plan Update <i>Attachment 7 – Financial Performance thru 11/30/18 – page __</i> <i>Attachment 8 – FY19 Q2 SFEI Program Plan Update – page __</i> Desired Outcome: Accept Financials and approve FY19 Q1 SFEI Program Plan Update	1:15 pm Warner Chabot & Patrick Walsh
SFEI 2.	Adjourn SFEI Meeting	1:35 pm

Aquatic Science Center Business Meeting

ASC 2.	FY19 Q1 Program Plan Update <i>Attachment 9 – FY19 Q2 ASC Program Plan Update – page __</i> Desired Outcome: Approve FY18 Q3 ASC Program Plan Update	1:35 pm Warner Chabot & Patrick Walsh
ASC 3.	Adjourn ASC Meeting	1:45 pm

SFEI - ASC Future Agenda Items:

- Enviro Informatics “State Trash Protocols”
- Collaborative Bay Area Climate Adaptation Projects

Upcoming Board Meetings

Friday, April 26, 2019

Friday, June, 14, 2019

Time: 10am-2pm

BAIRWM ROUND 1 (PROP 84) DRAFT EXPENDITURE SUMMARY
January 23, 2019

	Funding Match	DWR Grant Share	Sum of Funding Match & Grant Share	Total Billed To Date	Total Funding Match Billed to Date	Total Grant Share Billed to DWR to Date	Total Grant Share Paid by DWR to Date	Withheld Retention to be Paid	Unused DWR Grant Share
Project 1: Water Efficient Landscape Rebate Program - Solano County Water Agency	\$ 52,690.00	\$ 857,088.00	\$ 909,778.00	\$ 909,777.91	\$ 52,690.00	\$ 857,087.91	\$ 857,087.91	\$ -	\$ 0.09
Project 2: Bay Friendly Landscape Training Program (StopWaste.org)	\$ 30,000.00	\$ 230,247.00	\$ 260,247.00	\$ 260,247.00	\$ 30,000.00	\$ 230,247.00	\$ 230,247.00	\$ -	\$ -
Project 3: Weather Based Irrigation Controllers, Solano County Water Agency									
Project 4: High Efficiency Toilet & Urinal Rebate Program, Solano County Water Agency									
Project 5: High Efficiency Toilet & Urinal Direct Install Program, Solano County Water Agency									
Project 6: High Efficiency Clothes Washer Rebate Program, Solano County Water Agency									
Project 7: Napa County Rainwater Harvesting Pilot Project (Napa Co. RCD)	\$ -	\$ 150,000.00	\$ 150,000.00	\$ 101,894.73	\$ -	\$ 101,894.73	\$ 101,894.73	\$ -	\$ 48,105.27
Project 8: Conservation Program Administration (reporting, invoicing, disbursements, coordination by Solano CWA)	\$ 1,785.00	\$ 301,000.00	\$ 302,785.00	\$ 219,741.98	\$ 1,785.00	\$ 217,956.98	\$ 217,956.98	\$ -	\$ 83,043.02
Project 9: CCCSD-Concord Recycled Water Pipeline (Central Contra Costa Sanitation District)	\$ 1,100,000.00	\$ 1,030,000.00	\$ 2,130,000.00	\$ 2,130,000.00	\$ 1,100,000.00	\$ 1,030,000.00	\$ 1,030,000.00	\$ -	\$ -
Project 10: Central Dublin Recycled Water Distribution and Retrofit Project (Dublin San Ramon Services District)	\$ 1,200,000.00	\$ 1,130,000.00	\$ 2,330,000.00	\$ 2,330,000.00	\$ 1,200,000.00	\$ 1,130,000.00	\$ 1,130,000.00	\$ -	\$ -
Project 11: East Bayshore Phase 1A - Interstate 80 Pipeline (East Bay Municipal Utility District)	\$ 448,000.00	\$ 741,000.00	\$ 1,189,000.00	\$ 1,189,000.00	\$ 448,000.00	\$ 741,000.00	\$ 741,000.00	\$ -	\$ -
Project 12: Novato North Service Area Project (Novato Sanitary District and NMWD)	\$ 2,900,000.00	\$ 625,000.00	\$ 3,525,000.00	\$ 3,525,000.00	\$ 2,900,000.00	\$ 625,000.00	\$ 625,000.00	\$ -	\$ -
Project 13: Novato South Service Area - Hamilton Field, Stage 1 Project (Las Gallinas Valley Sanitation District and NMWD)	\$ 3,600,000.00	\$ 625,000.00	\$ 4,225,000.00	\$ 4,225,000.00	\$ 3,600,000.00	\$ 625,000.00	\$ 625,000.00	\$ -	\$ -
Project 14: Napa State Hospital Pipeline Construction Stage 1 Project (Napa Sanitation District)	\$ 800,000.00	\$ 625,000.00	\$ 1,425,000.00	\$ 1,425,000.00	\$ 800,000.00	\$ 625,000.00	\$ 625,000.00	\$ -	\$ -
Project 15: Sonoma Valley Recycled Water Project, Stage 1 (Sonoma Valley County Sanitation District)	\$ 1,300,000.00	\$ 625,000.00	\$ 1,925,000.00	\$ 1,925,000.00	\$ 1,300,000.00	\$ 625,000.00	\$ 625,000.00	\$ -	\$ -
Project 16: Harding Park Recycled Water Project (San Francisco Public Utilities Commission)	\$ 2,300,000.00	\$ 2,114,000.00	\$ 4,414,000.00	\$ 4,414,000.00	\$ 2,300,000.00	\$ 2,114,000.00	\$ 2,114,000.00	\$ -	\$ -
Project 17: South Bay Recycled Water Advanced Treatment Facility, Reverse Osmosis (Santa Clara Valley Water District)	\$ 4,455,446.00	\$ 2,485,000.00	\$ 6,940,446.00	\$ 6,940,446.00	\$ 4,455,446.00	\$ 2,485,000.00	\$ 2,485,000.00	\$ -	\$ -
Project 18: Sears Point Wetland and Watershed Restoration Project (State Coastal Conservancy)	\$ 4,280,000.00	\$ 1,265,000.00	\$ 5,545,000.00	\$ 5,544,999.92	\$ 4,280,000.00	\$ 1,264,999.92	\$ 1,138,499.93	\$ 126,499.99	\$ 0.08
Project 19: Bair Island Restoration Project (State Coastal Conservancy)	\$ 750,000.00	\$ 1,265,000.00	\$ 2,015,000.00	\$ 2,015,000.00	\$ 750,000.00	\$ 1,265,000.00	\$ 1,265,000.00	\$ -	\$ -
Project 20: South Bay Salt Pond 16A/17 Habitat Restoration (State Coastal Conservancy)	\$ 1,900,000.00	\$ 1,265,000.00	\$ 3,165,000.00	\$ 3,165,000.00	\$ 1,900,000.00	\$ 1,265,000.00	\$ 1,265,000.00	\$ -	\$ -
Project 21: Regional Green Infrastructure Project (S.F. Estuary Partnership [SFEP])	\$ 300,000.00	\$ 2,315,881.00	\$ 2,615,881.00	\$ 1,784,751.62	\$ 300,000.00	\$ 1,484,751.62	\$ 1,372,099.02	\$ 112,652.60	\$ 831,129.38
Project 22: Hacienda Avenue Green Street Improvement (SFEP / City of Campbell)	\$ 1,200,000.00	\$ 2,000,000.00	\$ 3,200,000.00	\$ 3,140,770.00	\$ 1,200,000.00	\$ 1,940,770.00	\$ 1,746,693.00	\$ 194,077.00	\$ 59,230.00
Project 23: Watershed Partnership Technical Assistance (S.F. Estuary Partnership)	\$ 50,000.00	\$ 150,000.00	\$ 200,000.00	\$ 199,939.58	\$ 50,000.00	\$ 149,939.58	\$ 149,939.58	\$ -	\$ 60.42
Project 24: Stream Restoration with Schools in DACs of the North Bay (Pt. Reyes Bird Observatory)	\$ 65,000.00	\$ 199,976.00	\$ 264,976.00	\$ 254,200.61	\$ 65,000.00	\$ 189,200.61	\$ 189,200.61	\$ -	\$ 10,775.39
Project 25: Flood Infrastructure Mapping and Communication Tool (S.F. Estuary Institute)	\$ 185,000.00	\$ 655,000.00	\$ 840,000.00	\$ 839,990.30	\$ 185,000.00	\$ 654,990.30	\$ 607,149.95	\$ 47,840.35	\$ 9.70
Project 26: Storm Water Improvements and Flood Reduction Strategies Pilot Project in Bay Point (The Watershed Project)	\$ 3,000.00	\$ 160,000.00	\$ 163,000.00	\$ 162,993.75	\$ 3,000.00	\$ 159,993.75	\$ 151,491.68	\$ 8,502.07	\$ 6.25
Project 27: Richmond Shoreline and San Pablo Flood Project (Urban Tilth)	\$ 134,989.00	\$ 85,000.00	\$ 219,989.00	\$ 200,889.00	\$ 134,989.00	\$ 65,900.00	\$ 60,286.00	\$ 5,614.00	\$ 19,100.00
Project 28: Pescadero Integrated Flood Reduction & Habitat Enhancement Project (San Mateo Co. RCD)	\$ 36,780.00	\$ 219,310.00	\$ 256,090.00	\$ 185,439.12	\$ 36,780.00	\$ 148,659.12	\$ 148,659.12	\$ -	\$ 70,650.88
Restoration in San Francisco Creek (Comm. for Green Foothills)	\$ 62,000.00	\$ 230,000.00	\$ 292,000.00	\$ 223,896.60	\$ 62,000.00	\$ 161,896.60	\$ 154,250.02	\$ 7,646.58	\$ 68,103.40
Restoration Success (Center for Ecosystem Mgt & Restoration)	\$ 120,371.00	\$ 378,166.00	\$ 498,537.00	\$ 415,914.06	\$ 120,371.00	\$ 295,543.06	\$ 295,543.06	\$ -	\$ 82,622.94
Project 31: Watershed Program Administration (SFEP - Reporting, Invoicing, Disbursements and Coordination)	\$-	\$ 123,574.00	\$ 123,574.00	\$ 120,606.32	\$ -	\$ 120,606.32	\$ 112,426.48	\$ 8,179.84	\$ 2,967.68
Project 32: Grant Administration (Bay Area Clean Water Agencies)	\$ 108,000.00	\$ 590,000.00	\$ 698,000.00	\$ 605,573.56	\$ 108,000.00	\$ 497,573.56	\$ 468,239.98	\$ 29,333.58	\$ 92,426.44
GRANT TOTALS :	\$ 27,383,061.00	\$ 22,440,242.00	\$ 49,823,303.00	\$ 48,455,072.06	\$ 27,383,061.00	\$ 21,072,011.06	\$ 20,531,665.05	\$ 540,346.01	\$ 1,368,230.94

Notes:

Need expenditure data from BACWA for Conservation Projects: 3- 6
 Projects 21, 31, and 32 will submit final invoice for Q4, 2018
 Retention Invoice still expected for Projects 18,21,22,25,26,27,29,31,32