

**BAY AREA CLEAN WATER AGENCIES  
(BACWA)**

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**2006-2007  
Annual Report**

**Leading the Way to Protect Our Bay**

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## SECTION 1. INTRODUCTION

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Fiscal Year 2006 - 2007 was the 23<sup>rd</sup> year of The Association. Dave Williams served as Chair of the BACWA Board for the entire fiscal year. Jim Kelly, served as Vice Chair until he appointed Doug Craig to represent Central Contra Costa Sanitary District on the BACWA Board in February. From February until the end of June, Doug Craig served as the Vice Chair.

BACWA is made up of publicly owned treatment works and sewage collection system agencies with the purpose of using the best talent and techniques available to provide leadership in protecting the San Francisco Bay Estuary. The five signatory members of BACWA include:

Central Contra Costa Sanitary District (CCCSD)  
City and County of San Francisco (CCSF)  
City of San Jose (CSJ)  
East Bay Dischargers Authority (EBDA)  
East Bay Municipal Utility District (EBMUD)

All BACWA members are grateful for the leadership David Williams, Jim Kelly, and Doug Craig provided over the year as the Executive Board Chair and Vice-Chair, respectively. In addition, BACWA is grateful to EBMUD and Dave Williams for again hosting the Annual Technical Seminar at Pardee to review and discuss Committee and Work Group activities.

BACWA was represented by Members from the 54 participating agencies supplemented with appropriate consultant support at public hearings, workshops, and conferences. During 2006 - 2007, BACWA's membership grew with one new Affiliate Member. BACWA operated in the following manner:

- BACWA Executive Board managed and directed activities.
- Administrative services were performed at the direction of the Executive Board by EBMUD and the Executive Director. EBMUD maintained official records, reported monthly in a Treasurer Report, and provided accounting and auditing services.
- In addition to providing administrative services to BACWA additional administrative services were also provided for the following committees, work groups, and activities:
- Air Issues & Regulations (AIR) Committee
- Bay Area Pollution Prevention Group (BAPPG)
- Regional Water Recycling Committee formally known as the Bay Area Regional Water Recycling Program (BARWRP)

- Jointly with Bay Area Stormwater Management Agencies Association (BASMAA):
  - Media Relations
  - 1-888-BAYWISE
  - Clean Estuary Partnership (CEP)
- Maintenance & Operations Work Group
- IRWMP Proposition 50, Chapter 8 grant application
- BACWA had no employees during the fiscal year and Professional Services were provided in lieu of staff by the following:
  - Executive Director, Michele Pla, provided administration, contract management, represented BACWA in presentations at the SWRCB, the Regional Water Board and the US EPA, and communications services as needed.
  - CH2M Hill provided services for the AIR Committee.
  - Various other consultants provided individual professional specialty technical and non-technical services as needed.

This Annual Report focuses on the following eight purposes for which BACWA was formed as stated in Article 2 of the Joint Powers Agreement:

1. To collect data on the aquatic life and quality of waters of the San Francisco Bay System, with emphasis on pollution related effects.
2. To coordinate the work of BACWA with related work of other agencies and organizations.
3. To interpret data collected by BACWA and by others in order to assess the effects of pollution and other factors on the Bay.
4. To manage this data to assure its continued usefulness.
5. To carry out other tasks in support of the collection, interpretation, and management of data.
6. To represent the interests of the member agencies.
7. To develop and disseminate information about the Bay.
8. To carry out other programs of mutual interest.

The Executive Director developed and maintained e-mail distribution data bases for general and individual committee purposes throughout the year. WEF's This Week in Washington and the SF Bay RWQCB's Monthly Executive Officer's Report were distributed to all BACWA members. Regular communications regarding other issues of importance or interest were communicated via e-mail to the membership either as individual e-mails or as BACWA E-Blast informational e-mails. The BACWA web-site was significantly improved over the year and was employed for both communication and a repository for information and documents.

On June 28, 2007 the BACWA Executive Board elected David Tucker, representing San Jose, to serve as the Vice Chair for the next fiscal year.

In March 2007, the Department of Water Resources awarded BACWA a Proposition 50, Chapter 8 grant for \$12.5 million. This grant is intended to provide funding for 14 separate projects (see Appendix F). BACWA is the administrator of the grant and as such will be reimbursed by the grant to for the cost of administration.

In addition to the DWR Prop 50 grant, BACWA agreed to support the Bay Area Water Agencies (BWAC) to contract with an advertising agency to provide multi-media advertising to encourage Water Conservation across the Bay Area. This work will be reimbursed by the Prop 50 Grant as it is one of the Regional projects included in the DWR grant.

In March 2007, BACWA agreed to contract on behalf of the California Wastewater Climate Change Group. This group was formed in response to statewide legislation (AG 32) requiring a reduction in greenhouse gas emissions across all sectors of the economy. The group was formed among all the clean water agencies across California and BACWA has hired CH2M HILL to support the work of this group.

In February of 2007, BACWA entered into an agreement with the Water Reuse Foundation on a Tailored Collaborative Research Project called "Interagency Partnerships to Facilitate Water Reuse". The contract requires BACWA and its project manager to provide resources in both dollars and in-kind services to hold a workshop and develop a research paper.

These four specific projects represent a growing trend of special projects, studies and analyses in which BACWA is a participant but not the only recipient of the benefit of the work. As a JPA, BACWA is in a unique position to be able to provide contracting services, and administrative support from the Executive Director and her able Assistant, and a coordinated approach to specific issues through its committee structure.

Two reports were commissioned by BACWA this year. "Importance of Water Recycling to the San Francisco Bay" provides a digest of factual information about the importance of water recycling in the Bay Area that water managers can utilize when participating in forums where recycled water is under discussion. The paper is organized into three main topic areas: (1) the importance of recycled water to regional water management; (2) economic considerations of recycled water; and (3) recycled water implementation opportunities and challenges. It concludes with six key messages about recycled water in the Bay Area. The second paper, "The History of the Municipal Wastewater Treatment: 35 Years of Protecting the Bay" was featured in the Regional Monitoring Program's annual publication, "The Pulse of the Bay" for 2007. This informative article not only illustrates the significant reduction in pollutant loading to the Bay as a result of the construction and operation of POTWs around the Bay, it also provides a history of state and federal clean water legislation and regulation. Some of future challenges were also listed.

## SECTION 2. EXECUTIVE BOARD

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BACWA Executive Board met monthly throughout the 2006 - 2007 fiscal year. EBMUD hosted the Executive Board meetings at the Library in the EBMUD Treatment Plant with the exception of the January 25, 2007 meeting which was held at EBMUD Headquarters in Downtown Oakland, California. Action items were recorded at each meeting. Motions Approved and Handouts are listed in Appendix C. Agendas were prepared one week prior to the Executive Board meetings and were posted on the BACWA website, [www.bacwa.org](http://www.bacwa.org).

The BACWA Principals and Alternates on the Executive Board were the following:

CCCS	Jim Kelly, Gail Chesler, Bhupinder Dhaliwal, Doug Craig.
CCSF	Bill Keaney, Arleen Navarret, Steve Medbery
CSJ	Dale Irhke, Dave Tucker
EBDA	Chuck Weir, Karl Royer, Michael Cameron, Rich Currie, James Chen, Rich Cortes
EBMUD	Dave Williams, Ed McCormick, Ben Horenstein.

The Executive Board reviewed, modified as appropriate, and adopted the Action Item Minutes and Treasurer's Reports for the previous meeting at each monthly meeting. Additionally, Motions were proposed, considered, and adopted for services assisting BACWA and all Enterprises, Work Groups, and Activities in preparing and responding to issues nationally, statewide and regionally.

Executive Board leadership included preparation and delivery of issue papers and testimony in response to proposals of the State Water Resources Control Board, Regional Water Quality Control Board, and USEPA. Additionally, BACWA representatives participated in conferences and workshops nationally and in various regions of California during the fiscal year and reported on the activities and results to their respective committees and the Executive Board.

The Executive Board approved and EBMUD hosted the seventh Technical Seminar at Pardee Reservoir September 27, 28, and 29, 2006. BACWA Leadership, which included the Committee Chairs, discussed the BACWA Strategic Plan. The Executive Officer of the Regional Water Board and two of his key managers joined BACWA at the Pardee Technical Seminar to discuss issues of mutual concern and value. The discussions provided informal communication on technical and contractual subjects with some review of BACWA development and discussion of possible future direction.

In January 2007, the Executive Board also hosted the BACWA Annual Members Meeting at the EBMUD Headquarters. It was well attended with nearly 100 participants. The Executive Officer of the Regional Water Board, Bruce Wolfe and Alexis Strauss, Water Management Division Director for EPA Region 9 were the guest speakers. There was a presentation on

Permit Issues by the Permit Committee Chair, Arleen Navarret, and Lila Tang from the SF Bay Water Board Permit Division; an update on the Mercury TMDL; Cyanide and Copper Site Specific Water Quality Objectives by Executive Director Michele Pla; and a panel discussion on the Bay Area Sewer System Management Plan.

BACWA continued to participate in the Statewide Clean H<sub>2</sub>O Summit meeting each quarter. This is a meeting in Sacramento of the Chair and the Executive Director of the Regional and Statewide organizations which are focused on clean water issues. These organizations are: BACWA, Central Valley Clean Water Agencies (CVCWA), Southern California Alliance of POTWs (SCAP), California Water Environment Association (CWEA), and California Association of Sanitation Agencies (CASA). Each quarter there is an invited lunch guest, often either a staff person or an Executive or Board member from the State Water Resources Control Board or with some other CalEPA Department or Board. This quarterly meeting has proven to be a unique forum to work on issues of mutual interest such as the Sanitary Sewer Overflow Waste Discharge Requirements Training, Operator Certification, Electronic Reporting, Image, and Outreach.

## **SECTION 3. TREASURER'S REPORTS**

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Administrative accounting and auditing services were performed and coordinated by EBMUD. EBMUD provided monthly Treasurer's Reports to the Executive Board. In addition, Allison Garrett of EBMUD graciously maintained BACWA records for the fiscal year and coordinated monthly meetings. EBMUD Accounting provided BACWA with professional accounting assistance and advice throughout the year.

The monthly Treasurer's Reports included 7 categories of activities: Air Issues & Regulations Committee, BACWA, Bay Area Pollution Prevention Group, Regional Water Recycling, Clean Estuary Partnership, Water Quality Attainment, and Integrated Regional Water Management Plans. Auditing for FY 2006 - 2007 was performed by Certified Public Accountants contracted by EBMUD.

Copies of the audit are available from EBMUD on request. Refer to Appendix B for the Treasurer's Report of June 30, 2007 and the Reconciliation Files of transactions throughout the fiscal year.

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## **SECTION 4. COMMITTEES**

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For a more comprehensive list of subjects considered by the various committees refer to Appendix C: Motions and Handouts for FY 2006 - 2007.

## SECTION 4.1 Air Issues & Regulations (AIR) Committee

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**Chair:** Randy Schmidt, CCCSD

**Participants:**

Central Contra Costa Sanitary District** CH2M HILL	San Francisco, City & County of ** San Francisco International Airport*
Dublin San Ramon Services District*	San Jose, City of **
East Bay Municipal Utility District**	Santa Rosa, City of
Fairfield-Suisun Sewer District*	Sunnyvale, City of *
Las Gallinas Valley Sanitary District*	South Bayside System Authority*
Millbrae, City of *	South San Francisco/San Bruno*
North San Mateo Sanitation District*	Union Sanitary District (EBDA**)
Oro Loma Sanitary District (EBDA**)	West County Wastewater District*

\* BACWA Member Agencies

\*\* BACWA Principals

The Committee met quarterly and included the agencies listed immediately above. AIR activities during FY 2006-07 were a separate enterprise within BACWA subject to approval of the BACWA Executive Board.

Randy Schmidt of Central Contra Costa Sanitary District served as Committee Chair. CH2M Hill provided professional services in lieu of staff assistance to the Committee. Stephanie Cheng was the primary CH2M Hill representative working with the Steering Committee and the BACWA Executive Board.

**COMMITTEE PURPOSE:**

Over the years, the AIR Committee has updated and lobbied for Bay Area POTWs on important regulatory information and worked with local and State regulatory agencies to ensure that the viewpoints of both large and small Bay Area POTWs are taken into account as new regulations are developed. Together, we have proactively assisted in developing these regulatory programs and ensured that they are based on good science, and are fair and feasible. We have also shared information, developed comprehensive compliance programs, and formed solid relationships with each other and with our regulatory agencies. These relationships have gone far in creating a strong input and lobbying effort into current operating permits, as well as proposed or pending regulations that impact Bay Area POTWs.

We also have been able to take “one voice” to the regulatory agencies. That voice represents a majority of the wastewater treated and discharged in the Bay Area, and POTWs statewide have benefited from our efforts.

## ACTIVITIES:

- Quarterly meetings to discuss current regulatory events and how to position or implement regulatory-driven programs, laws, and regulations
- Coordination with other POTW agencies outside of the Bay Area
- Responses to special issues
- Email alerts on air quality topics affecting public utilities
- Ongoing communications and representation for Bay Area POTWs both at the local and State level with air quality-related regulatory agencies
- Participated in workshops and hearings put on by California Air Resources Board addressing the development of greenhouse gas (GHG) regulations as outlined by AB 32, new Air Toxic Control Measures (ATCMs) for diesel-fueled stationary engines, amendments to existing ATCMs for portable and vehicle engines, and commenting on draft regulations. These regulations will have significant impacts on large and small POTWs, cities, and water agencies.
- Development of the California Wastewater Climate Change Group (CWCCG), which represents members of BACWA, SCAP, and CVCWA, to respond to AB32 and the upcoming GHG regulations.
- Tracked regulatory issues affecting large and small POTWs

## ISSUES:

- Assisting members in complying with the recent Air Toxic Control Measure for stationary engines.
- Assisting members in understanding the implications of AB32 on POTWs.
- Participating in workshops and hearings put on by CARB addressing new Air Toxic Control Measures for diesel-fueled engines and commenting on draft regulations. These regulations will have impacts on large and small POTWs, cities, and water agencies.
- Participating in workshops and hearing put on by CARB addressing AB32, specifically early actions to reduce GHG emissions and mandatory reporting regulations for GHG emitters.
- Tracking regulatory issues affecting large and small POTWs including:
  - Changes to the Portable Equipment Registration Program
  - Regulation of emissions from off-road diesel engines and off-road large spark ignition engines
  - Changes to Bay Area Air Quality Management District's (BAAQMD) diesel regulations (Regulation 9, Rules 7 and 8), affecting stationary diesel engines, and industrial boilers.
  - Children's Breathing Rights Act (Senate Bill 1205) and Healthy Heart and Lung Act (AB 233)

## FUTURE ISSUES:

- Addressing proposed modifications to BAAQMD Regulation 9, Rule 7
- Following the development of GHG regulations by CARB as they pertain to early actions, mandatory reporting, emissions reductions
- Development of a POTW specific GHG reporting protocol through CWCCG
- Information sharing on Title V draft permit conditions
- Regulation of composting and other Class A biosolids technologies
- On-going combustion source regulatory programs and their impacts

## SECTION 4.2 Biosolids Committee

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**Chair:** Ed McCormick, East Bay Municipal Utility District / Natalie Sierra, San Francisco PUC Wastewater Enterprise

**Participants:**

Bay Area Clean Water Agencies	Mountain View Sanitary District*
Brown and Caldwell	Oro Loma Sanitary District (EBDA**)
Central Contra Costa Sanitary District**	Petaluma, City of *
Central Marin Sanitary District*	San Francisco, City & County of **
CH2M Hill	San Jose, City of **
Delta Diablo Sanitation District*	Sewage Agency of Southern Marin*
Dublin San Ramon Services District*	South Bayside System Authority*
East Bay Municipal Utility District**	Sunnyvale, City of *
Fairfield-Suisun Sewer District*	Synagro
Millbrae, City of *	Union Sanitary District (EBDA**)

\* BACWA Member Agencies

\*\* BACWA Principals

The purpose of the Biosolids Committee is to provide proactive support to BACWA agencies on regional biosolids issues, projects, and proposed regulations and legislation. This includes support for the development and maintenance of cost-effective, sustainable biosolids management options for San Francisco Bay Area agencies.

**ACTIVITIES:**

- Held bi-monthly meetings during the year to address regulatory, legislative, regional project-related, and operational biosolids management issues.
- Represented BACWA at CASA Biosolids Program Annual Strategic Planning Meeting, at which CASA's Biosolids Strategic Plan was updated. Participated as a member of the CASA Biosolids Program Steering Committee to ensure that San Francisco Bay Area agency interests are represented in CASA initiatives and support.
- Began Phase 3 of the Regional Biosolids Project, for Facilities Planning (Phase 3a) and Environmental Documentation (Phase 3b).
- Focused on public, county environmental staff, and elected official outreach/education in Solano County to encourage the extension of the Biosolids Land Application Ordinance. Participated in public hearings on the ordinance. Committee member involvement helped to extend the ordinance out to 2012.
- Presented updates on BACWA's Regional Biosolids Project at CASA conferences and for CASA Biosolids Bulletins.
- Attended annual joint Biosolids Committee meetings between BACWA, SCAP and the Central Valley Clean Water Agencies (CVCWA) to coordinate statewide biosolids management issues.
- Compiled biosolids pesticide data for reference (for Solano County DEH staff and

- members)
- Compiled research articles for member reference on Pharmaceuticals and Personal Care Products (PPCP) in biosolids, most notably alkylphenols
  - Tracked available biosolids reuse options in the Bay Area and beyond, including relative prices of each
  - Tracked the Kern County Biosolids Initiative and developed BACWA response approach.

### ISSUES:

- Solano County Ordinance – Committee members participated in stakeholder meetings and met with elected officials prior to the public hearings on the Solano County ordinance that allows land application of Class B biosolids. Members advocated heavily for maintaining flexible reuse options, which resulted in the current language allowing continuation of Class B landspreading provided a portion of the agency's biosolids go to a Class A or waste to energy processes. The Committee will continue to be heavily involved in outreach to the County, including continued participation in stakeholder meetings and annual updates on the progress of the regional biosolids project.
- Regional Biosolids Project – The current phase of this project is managed under the newly formed Joint Exercise of Powers Agreement, an inter-agency agreement between seven agencies committed to proceed with Phase 3 of the Project. These seven agencies include SFPUC, EBMUD, USD, FSSD, DSRSD, DDSD and the City of Millbrae. Phase 3 will include facility planning and possibly an EIR, and will be managed by DDSD. A late addition to the Phase 3 process has been the investigation of possibly incorporating incineration/energy recovery technologies into the regional project. This seems to be a viable alternative, and will be carried forth in Carollo's assessment.

### FUTURE ACTIVITIES / ISSUES:

- Continue to pursue strategic, creative, and collaborative efforts with Solano County staff, elected officials, and other stakeholders to help ensure that land application remains viable.
- Lead semi-annual joint workshops with SCAP and CVWCA Biosolids Committees to ensure that statewide initiatives (such as legislation) that move forward are in the best interest of BACWA member agencies.
- Keep membership abreast of the status of the Regional Biosolids Project.
- Track biosolids research, particularly related to PPCPs, for potential breakthroughs that could help alleviate BACWA agency biosolids land application concerns.
- Continue to track regulatory trends in California to help agencies make sound biosolids management decisions
- Work with the BACWA Executive Director on a day-long workshop on biosolids to inform members on the critical issues facing the industry and to spur discussions on this and related topics.

## SECTION 4.3 Lab Committee

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**Chairs:** Rod Miller, San Francisco PUC Wastewater Enterprise

**Participants:**

Benicia, City of *	San Francisco, City & County **
Central Contra Costa Sanitary District**	San Francisco Estuary Institute
Central Marin Sanitation Agency*	San Jose, City of **
Delta Diablo Sanitation District*	San Leandro, City of (EBDA**)
Dublin San Ramon Services District*	San Mateo, City of *
East Bay Municipal Utilities District**	South Bayside System Authority*
Fairfield-Suisun Sewer District*	South San Francisco, City of *
Hayward, City of (EBDA**)	Sunnyvale, City of *
Millbrae, City of *	Union Sanitary District (EBDA*)
Napa Sanitation District*	Vacaville, City of
Sacramento Regional County Sanitation District*	Vallejo Sanitation & Flood Control District*

\* BACWA Member Agencies

\*\* BACWA Principals

The purpose of the Laboratory Committee is to provide technical support to BACWA agencies on issues concerning laboratory testing, DMR monitoring and reporting, proposed regulatory compliance limits for Bay dischargers, and future potential contaminant sampling and analysis requirements. In addition, the committee provides technical representation on topical issues at BACWA meetings with regulatory agencies (e.g., RWQCB), outside consultants, and others. The Laboratory Committee met on the second Wednesday of each month during the year with additional meetings and workshops as required on specific issues.

**ACTIONS:**

- Prepared an executive summary and technical overview of the BACWA sponsored report entitled "Occurrence and Distribution of Pharmaceutical Residuals in Bay Sewage and Sewage Treatment"
- A presentation by Johnson Lam, ERS Program Manager and Water Resources Control Engineer with the RWQCB, consisting of an overview of the ERS Program and its integral use for performing reasonable potential analyses (RPA) as part of the NPDES permitting process – September 2006
- Assign each regulatory issues to the members to follow up
  - Mercury/Methyl mercury TMDL Update - Nirmela Arsem
  - Dioxin - Bhupinder Dhaliwal
  - Selenium TMDL Update - Bob Wandro
  - PCB Update - Bhupinder Dhaliwal
  - CEP Update - Bob Wandro
  - RMP Update – Rod Miller

- Prepared a data compilation of bacterial results for Bay dischargers to evaluate reasonableness of proposed RWQCB bacterial limits
- A Presentation by Bhupinder Dhaliwal, CCCSD, on dioxin methodology, reporting/quantitation limits and permit exceedance implications – January 2007
- State Water Board Update by Michele Pla, BACWA Executive Director, concerning bacterial limits in permits, dilution implications, RMP update, et.al. – January 2007
- A presentation by Ken Osborne, EBMUD Quality Assurance Officer and member of the Federal Advisory Committee on Detection and Quantitation, on MDLs/MLs and reporting limits update – February 2007
- An update on RMP by Meg Sedlak, San Francisco Estuary Institute (SFEI)
- Dan Jackson, EBMUD, provided a detailed overview of the proposed new statewide electronic reporting system – CIWQS – February 2007
- Provided technical review of SFEI technical memorandum entitled “RMP Dioxin-like PCB Fish and Wastewater Effluent Data”
- Overview of the 2007 American Chemical Society Pittcon Conference by Committee Chair Rod Miller on new analytical methodology and instrumentation – March 2007

#### ACTIVITIES:

- Mercury TMDL
- Methyl Mercury TMDL and 13267 12-Month Monitoring Study requirement
- ERS and CIWQS
- CEP/RMP
- ELTAC
- ELAP Certifications/Audits (e.g., consistency of audits, proposed ELAP certification regulations)
- Dioxin Regional Study and Dioxin Workgroup (Whitepaper strategy)
- DMR QA Reporting
- PCB TMDL
- Selenium TMDL
- Update on EPA MDL's procedures
- Cyanide preservative and holding times; also sampling issues
- Chronic Toxicity Study
- EPA Methods Update Rule (MUR), April 2007 – laboratory requirements
- Bioassay issues of Audits
- State Water CIWQS meeting in Sacramento – April 2007
- NPDES inspections
- Bioassay/ Pharmaceutical
- A discussion on Copper Nickel Study
- Enterococcus Study
- Chlorine residual by DPD
- MDL/PQL documents
- CWEA Annual Conference
- WEFTEC Conference – October 2006
- Water Quality Committee

## SECTION 4.4 Permit Committee

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**Chairs:** Arleen Navarret, San Francisco PUC Wastewater Enterprise  
**Vice Chair:** Robert Cole, Central Marin Sanitation Agency

**E-Group Manager:** Gail Chesler, Central Contra Costa Sanitary District

**Consultant Support:** Monica Oakley, Oakley Water Strategies

### Participants:

BACWA Executive Director*	Novato Sanitary District*
American Canyon, City of *	Oakley Water Strategies
Benicia, City of *	Palo Alto, City of *
Central Contra Costa Sanitary District**	Patricia McGovern
Central Marin Sanitation Agency*	RMC Water
East Bay Dischargers Authority**	San Francisco, City & County of **
East Bay Municipal Utilities District**	San Francisco International Airport*
Eisenberg, Olivieri & Associates (EOA)	San Francisco Water Board
Delta Diablo Sanitation District*	San Jose, City of **
Fairfield-Suisun Sewer District*	San Mateo, City of *
Larry Walker Associates	Sonoma County Water Agency*
Millbrae, City of *	South Bayside System Authority*
Mountain View Sanitary District*	Union Sanitary District (EBDA**)
North San Mateo County Sanitation District*	Vallejo Sanitation & Flood Control District*
	West County Agency*

\* BACWA Member Agencies

\*\* BACWA Principals

The Permit Committee met monthly during FY 2006-2007 with participation by representatives from most of the member agencies listed above on a regular basis. The San Francisco Bay Regional Water Quality Control Board staff participated in meetings in September and December 2006 and March 2007. These meetings continue to provide benefit to both BACWA members and Regional Water Board staff. FY 06-07 began the cycle of NPDES permit reissuance for all BACWA agencies using the State permit template with the first permits adopted in August 2006. Several permit issues arose during the year:

Blending – U.S. EPA, Region IX has challenged the Regional Water Board to apply the National Blending Policy to NPDES permits before that policy is finalized; in absence of the Policy, U.S. EPA is applying the draft federal policy that would require those agencies that blend to perform a no feasible alternatives analysis,

prepare an infrastructure plan and a time schedule to reduce and/or eliminate blending;

Copper Final Limits – the Water Board is using a water effects ratio (WER) to calculate copper effluent limits for NPDES permits until the Copper Site Specific Objective (SSO) is adopted by the State Water Board and becomes legally effective.

U.S. EPA encourages the Water Board to adopt the Copper SSO because the WER establishes a higher effluent limit than the SSO and National Oceanic and Atmospheric Administration Fisheries has concerns about toxicity impacts. Agencies with an existing and achievable final copper limit in a previous permit were not allowed to apply the WER and continue to be required to meet the final Basin Plan copper water quality objective;

Bacteria Effluent Limits – U.S. EPA challenged the allowance of alternative fecal coliform effluent limits as not complying with Basin Plan objectives; agencies are opting to comply with Basin Plan total and/or fecal coliform objectives, or must comply with a combination of a national enterococci bacteria criterion for recreational use and a fecal coliform criterion for shellfish protection.

Compliance Schedule Provisions – U.S. EPA submitted a letter to the State Water Board disapproving the 15-year compliance schedules for TMDLs included in the SIP; this action removed the option to include interim limits for pollutants such as mercury for which a TMDL is being developed. Additionally, the SIP allowable 5-year compliance schedule for effluent limitations based on California Toxics Rule criteria cannot be transferred from permit to permit, but are only effective for 5 years.

East Bay MUD Permit Remand and Repercussions – the State Water Board decided to remand the EBMUD wet weather permit on their own motion, challenging the Regional Water Board that the permit was issued without assuring that Basin Plan receiving water objectives were being met; all permits following the EBMUD remand included final effluent limits for ammonia, for which actual dilution is allowed; most interim limits are eliminated and permits must contain final limits with compliance schedules; the Regional Water Board has begun issuing cease and desist orders for those agencies which show reasonable potential for non-compliance with immediately-promulgated final limits.

Dioxin/Mercury/Cyanide – Final effluent limits and compliance schedules are being included in all permits where reasonable potential exists.

BACWA Permit Comments and Appeals – BACWA is providing comments on all permits on issues that are common to all members. The BACWA Executive Board made the decision to appeal all permits that do not use the Copper WER to determine effluent limits and all permits that include numeric final effluent limits for dioxin; currently those appeals are being held in abeyance.

Monica Oakley of Oakley Water Strategies provided professional technical support to the Permit Committee, prepared individual permit comments, and assisted members in preparing themselves for their own permit reissuance process. Monthly meetings are held at the EBMUD Treatment Plant, on the Tuesday preceding the monthly Executive Board meeting.

### WATER QUALITY ISSUES

#### Cyanide Site Specific Objective/Basin Plan Amendment (BPA):

The Cyanide SSO was adopted by the Regional Water Board on December 13, 2006, however remains on the table for State Water Board adoption. Shallow water dischargers were given mixing zones. New permits include cyanide final limits with footnotes noting that the new criteria will automatically replace the existing final limits at the time the SSO becomes legally effective.

#### Copper Site Specific Objective/BPA:

The copper SSO was adopted by the Regional Water Board on June 13, 2007, but remains on the table for State Water Board adoption. New permits include copper final limits using the WER with footnotes noting that the new criteria will automatically replace the existing final limits at the time the SSO becomes legally effective.

**Nickel Site Specific Objective/BPA:** The Regional Water Board determined that the effort associated with developing an SSO for nickel was not warranted because almost all agencies could comply with the existing CTR criteria; the 2006 303(d) list continued to list nickel as a pollutant impairing San Francisco Bay receiving waters; data showing support to delisting was not recognized as part of the existing record. BACWA will continue to work with Regional Water Board staff to de-list nickel.

#### Mercury TMDL/BPA:

The Regional Water Board adopted the remanded Mercury TMDL on August 9, 2006. The remanded Mercury TMDL eliminated the current water quality objective and replaced it with a fish tissue objective. The TMDL was revised to include ten-year (20%) and twenty-year (40%) reductions in loading for POTWs; compliance with waste load allocations remained as a group compliance with individual triggers; implementation of the TMDL through permits (the Mercury Watershed Permit) was to include backstop individual effluent concentration limits. The State Water Board did not agendize the Mercury TMDL for adoption in FY 06/07.

**Mercury Watershed Permit:** BACWA assisted the Regional Water Board in preparing a Mercury Watershed Permit that would be used to implement the Mercury TMDL. Adoption of the Mercury Watershed Permit by the Regional Water Board was delayed until after the TMDL was adopted by the State Water Board.

**Methyl Mercury Monitoring:** Agencies received a 13267 letter to begin a one-year methyl mercury monitoring of their effluent; receiving water monitoring will be conducted through the RMP.

#### Regional Water Board Staff Participation in the Permit Committee:

SB729 became effective January 2007 requiring Regional Water Boards to make POTW compliance information, enforcement actions, hearing waivers, and

Administrative Civil Liabilities available on the internet

Compliance: For those parameters with monthly effluent limits, sample early in the month; and for samples with long enough holding times, sample daily until results are obtained to avoid multiple day non-compliance violations.

FUTURE ISSUES:

- PCB/Selenium/Legacy Pesticide TMDLs
- Bacteria Basin Plan Amendment
- Dioxin
- Permit Reissuance/Compliance
- Status of SSOs: Cyanide, Copper
- Implementation of the Mercury Watershed Permit

## SECTION 4.5 BAPPG

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**Chair:** Melody LaBella, Central Contra Costa Sanitary District

### Participants:

Benicia, City of *	Pinole, City of *
Burlingame, City of *	Rodeo Sanitary District
Calistoga, City of	Richmond, City of *
Central Contra Costa Sanitary District**	Sacramento Department of Water Quality
Central Marin Sanitation Agency*	Sewer Agency of South Marin**
Delta Diablo Sanitary District*	Saint Helena, City of *
Dublin San Ramon Services District*	San Francisco, City & County of **
East Bay Municipal Utility District**	San Jose, City of **
Eisenberg, Olivieri & Associates (EOA)	San Leandro, City of (EBDA**)
Fairfield-Suisun Sewer District*	San Mateo, City of *
Hayward, City of (EBDA**)	Santa Rosa, City of
Larry Walker Associates	Sausalito / Marin City Sanitary*
Las Gallinas Valley Sanitary District*	Sewer Authority Mid-Coastside*
Livermore, City of *	South Bayside System Authority*
Millbrae, City of *	South San Francisco, City of *
Mountain View Sanitary District*	Sonoma County Water Agency*
Napa Sanitation District*	Sunnyvale, City of *
North San Mateo County Sanitation District*	Tiburon, MSD #5
Novato Sanitary District*	Union Sanitary District (EBDA**)
Pacifica, City of	Vacaville, City of
Palo Alto, City of *	Vallejo Sanitation & Flood Control District*
Petaluma, City of *	West County Wastewater District*
	Yountville, City of *

\* BACWA Member Agencies

\*\* BACWA Principals

### Purpose

In addition to providing a meaningful avenue for sharing information, exchanging ideas, and coordinating regional projects among wastewater agencies, the Bay Area Pollution Prevention Group (BAPPG) implements BACWA's Pollution Prevention/Public Information Program. BAPPG is comprised of 43 wastewater agencies that discharge primarily into San Francisco Bay. BAPPG's mission is to coordinate dischargers' pollution prevention (P2) activities in order to reduce the amount of toxic pollutants discharged into San Francisco Bay and local waterways.

BAPPG manages regional P2 projects that cover source identification, source control, and public education. BAPPG coordinates activities with regional organizations and workgroups such as the Bay Area Stormwater Management Agencies Association

(BASMAA), Regional Integrated Pest Management (IPM) Workgroup and the BACWA/BASMAA Regional Media Relations Committee.

### **BAPPG Leadership and BACWA Representatives**

In 2006/2007, Melody LaBella with Central Contra Costa Sanitary District (CCCSD) served as the Chair of the BAPPG and was the primary preparer of this report. The San Francisco Regional Water Quality Control Board continues to support the BAPPG by providing a liaison at all BAPPG meetings – their Pollution Prevention Program Manager Heather Ottaway. The Regional Board also supports the BAPPG by providing and reserving meeting rooms for BAPPG's bi-monthly meetings. Melody attended the 2006/2007 monthly BACWA's Executive Board meetings as the BAPPG representative and reported BAPPG activities on the standing agenda and will continue as the BAPPG Chair in 2007/2008. Karin North with the City of Palo Alto served as the Vice Chair of the BAPPG in 2006/2007 and will continue in that role in 2007/2008.

### **Recognition for BAPPG's 2006/2007 Projects**

Throughout 2007, the BAPPG has received several awards to recognize the great work that we have accomplished. In April 2007, the BAPPG's May 2006 "Safe Medicine Collection Event" received a 2007 Environmental Award for Outstanding Achievement from the US Environmental Protection Agency, Region 9.

In September 2007, the BAPPG received one of the first ever Dr. Teng-Chung Wu P2 Awards from the Regional Water Quality Control Board for creating and holding our December 2006 workshop "Creating a Dental Amalgam Program."

In October 2007, the BAPPG received an Outstanding Comprehensive Conservation Management Plan (CCMP) Implementation Project Award from the Friends of the San Francisco Estuary that was presented at the 8<sup>th</sup> biennial State of the Estuary Conference.

### **2006/2007 Project Summaries**

The BAPPG completed many projects in the 2006/2007 fiscal year. Below, is a summary that describes the completed projects.

#### **1. Regional IPM Campaign – *Our Water Our World***

Project Manager: Jennifer Kaiser (Vallejo Sanitation & Flood Control District)

The IPM Partnership, our joint project with BASMAA, completed its 9<sup>th</sup> year of the regional *Our Water, Our World (OWOW)* promotion of less-toxic pest control. In 2006/2007, this promotion ran in over 170 Bay Area hardware stores and nurseries (over 300 statewide), including all Bay Area Orchard Supply Hardware stores. The following work products were accomplished in 2006/2007:

- Funding of the OWOW website, including the “Ask-the-Expert” feature was assumed from a state grant and the site upgraded
- The last of the 15 English-version fact sheets were translated into Spanish
- All 30 fact sheets were reviewed and most were updated
- Less-toxic products were evaluated and current product lists produced
- Trade shows were staffed – providing information directly to industry representatives regarding less-toxic pest control products
- Magazine ads (shown on the following page) branding the OWOW Program ran in Sunset and Bay Nature Magazines



The total BAPPG budget for this project for 2006/2007 was \$10,000.

## 2. Fats, Oil and Grease Projects

### a. Spanish Radio Outreach

Project Managers: Bruce Frisbey (City of San Jose)  
Norm Domingo (South Bayside System Authority)

The BAPPG conducted its 10<sup>th</sup> year of radio outreach to the Spanish-speaking population in the Bay Area. The focus of our Spanish radio outreach is to encourage the proper disposal of kitchen fats, oils and grease in the trash, rather than down the drain. Radio ads, that featured a dialogue between a husband and wife cleaning up after dinner, were aired on KSOL (99.1 FM), which delivers total nine county San Francisco metro coverage – from Napa and Sonoma in the north to Santa Clara in the

south to Contra Costa and Alameda in the east. KSOL ranks #1 for Hispanic listeners and is a top 5 radio station in the Bay Area (English radio included).

Our 60-second Spanish outreach commercials aired on KSOL between November 20 and December 17, 2006, to provide outreach for the winter holiday use and disposal of FOG, focusing on large volumes of residential FOG such as in turkey fryers. According to Arbitron radio ratings, KSOL averaged 366,100 Bay Area Hispanic listeners (age 12+) daily at the time of the campaign. The campaign yielded the following outreach actions:

- 21 sixty-second on-air commercial spots each week of the campaign
- 85 campaign spots over four weeks, for a cost per listener of \$0.007

The total budget for this project for 2006/2007 was \$10,000.

**b. FOG Scraper Production**

Project Manager: Peter Fong, City of Benicia

In 2006/2007, the BAPPG completed a project to produce commercial-grade scrapers for agencies to distribute to food service facility staff, during pretreatment inspections, to encourage workers to dispose of kitchen grease in the trash, rather than down a drain. EBMUD provided the graphics for the scrapers and BACWA's logo was added (see below).



BAPPG agencies were given the choice to pay an additional set-up fee to include their own agency logo. BAPPG agencies were also given the option of ordering additional scrapers beyond their BAPPG allotment. A total of 32,459 scrapers were produced as a result of this project. The following is the graphic that was printed on the scrapers:

The \$5,000 budget for the FOG scraper project was carried over from 2005/2006. There was no budget allotted from BAPPG's 2006/2007 budget to complete this project.

**c. “Reducing Sanitary Sewer Overflows through Fats, Oils and Grease (FOG) Control” Workshop**  
 Project Manager: Melody LaBella (CCCSD)

BAPPG co-sponsored the March 13, 2007 workshop titled, “Reducing Sanitary Sewer Overflows through Fats, Oils and Grease (FOG) Control” with EBMUD and the BACWA Collection System Committee. Project Manager Melody LaBella contributed by assisting with the design of the workshop flyer and by getting the word out about the workshop. See below for a copy of the workshop flyer.

**Reducing Sanitary Sewer Overflows  
Through Fats, Oils and Grease (FOG) Control**

Recently adopted regulations require Bay Area wastewater and collection system agencies to develop a FOG control program to help reduce sanitary sewer overflows (SSOs). In addition, recent state legislation to regulate grease hauler pumping and hauling practices has come into effect.

This workshop will provide the opportunity hear an EPA overview of SSO control, to learn about a voluntary program to determine how your agency’s FOG control program is working, to hear about one agency’s approach to controlling SSOs, to review the status of recent grease hauling legislation, and to brainstorm on the feasibility of a Regional grease hauling tracking system.

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Agenda Topics




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- ◆ Sewage Spill Reductions: An EPA Perspective – Ken Greenberg, USEPA
- ◆ EBMUD’s Regional FOG –related SSO Reduction Program - Trish Maguire, EBMUD
- ◆ BACWA Voluntary FOG Program Review– Monica Oakley, Oakley Water Strategies
- ◆ What’s New in the World of Grease Hauler Legislation – Sophia Skoda, EBMUD
- ◆ Regional Grease Waste Tracking System – Phil Bobel, City of Palo Alto

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Workshop Details

<p>When – Tuesday, March 13, 2007            Refreshments – 8:30 to 9:00            Workshop - 9 am to noon</p> <p>Where - EBMUD Administration Building            375 11<sup>th</sup> Street, Oakland</p> <p>Easy access from 12<sup>th</sup> Street/City Center            BART station</p>	<p>SPACE IS LIMITED- Please register by            March 6, 2007</p> <p>To register, email <a href="mailto:pmaguire@ebmud.com">pmaguire@ebmud.com</a>            Provide: Attendee Name and Agency            Phone Number            E-mail address</p> <p>There is no cost to attend this workshop</p>
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Workshop Co-sponsored by EBMUD, Bay Area Clean Water Agencies (BACWA) Collections Systems Committee and Bay Area Pollution Prevention Group (BAPPG)

Since this workshop was not part of BAPPG’s original 2006/2007 work plan, there was no budget associated with this project.

**3. Mercury Projects**

**a. “Creating a Dental Amalgam Program” Workshop**  
 Project Manager: Karin North (Palo Alto)

In response to the passing of the mercury TMDL in August 2006, the

BAPPG and the California Water Environment Association organized and held a very successful one-day workshop entitled “Creating a Dental Amalgam Program” on December 14, 2006. The goal of this workshop was to provide wastewater agencies with the tools and knowledge to start their own Dental Amalgam Programs, with the overall goal of reducing the mercury loading to the San Francisco Bay by Bay Area wastewater treatment plants. The workshop included:

- Summary of the Mercury TMDL,
- How to work with your dentists,
- Information on setting up a program,
- Compliance options,
- Inspector training, and
- Highlights and lessons learned from existing Dental Amalgam Programs

Regional Board staff, Tom Mumley, set the stage for the workshop informing agencies that dental amalgam programs will be necessary to meet upcoming discharge limits outlined in the proposed mercury TMDL. The other presenters included a local dentist, a representative from the California Dental Association, expert consultants and local agency staff with established dental amalgam programs. Workshop attendees learned how to:

- Initiate a Dental Amalgam Program
- Work with their local dental community (how to talk the talk, etc.)
- Develop necessary requirements for a Program
- Educate dental staff about best management practices (BMPs)
- Perform dental office inspections
- Maintain dental office information in a database
- Identify parts of an amalgam separator


The workshop ended with the sharing of lessons learned and success stories from the three agencies with established programs (San Francisco Public Utility Commission, Palo Alto and East Bay Municipal Utility District) and included information on the mercury reductions these agencies are already seeing in their influent, effluent and sludge cake.

The workshop was well attended by 88 people who represented 45 agencies and businesses in Northern California; 60% of the BAPPG agencies were represented at the workshop. Attendees received a workbook, which included a CD that contained a literature review on dental programs locally and nationally. The “Creating a Dental Amalgam Program” CD contains the most complete reference material put together to date nationally on this subject.

The overall workshop received an excellent/very good ranking based on

the evaluation forms. The biggest success of the workshop is that numerous agencies are now in the process of developing dental programs, using the information they received during this workshop.

A copy of the workshop flyer, designed by Melody LaBella (CCCSD), appears below.



A BAPPG/CWEA Workshop

Earn 6 CWEA  
Contact Hours

Creating a Dental Amalgam Program

Including Dental Office Inspection Training

With the anticipated adoption of the mercury TMDL (total maximum daily load) for the San Francisco Bay, Bay Area wastewater agencies will soon be faced with the requirement to reduce mercury concentrations from the largest known source of influent mercury—amalgam wastes from dental offices. This workshop, sponsored by Bay Area Pollution Prevention Group (BAPPG) and California Water Environmental Association (CWEA), will give you the opportunity to learn from other agencies that have already implemented such programs. A CD will be handed out at the workshop that contains all the outreach and program documents from the agencies that have created and implemented programs.

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Agenda Topics

<p>Mercury TMDL—What it Means to POTWs (RWQCB)</p> <p>Talk the Talk—Understanding How Dentists Work (Dr. Jim Stephens, Palo Alto Dentist)</p> <p>How to Work with Your Local Dental Society (Teresa Pichay, CA Dental Association)</p> <p>Approach &amp; Key Steps for Initiating a Program (Stephanie Hughes, RMC Water)</p>	<p>Compliance Options—Ordinance, Permits, Sampling (Bay Area Agencies)</p> <p>Inspector Training—BMPs, Amalgam Separators &amp; FAQs (Tom Barron, Civil Engineer)</p> <p>Database Structure—How to Keep Track of Dentists (Karin North, Palo Alto)</p> <p>Successful Measurement &amp; Lessons Learned (Lewis Harrison, SF PUC)</p>
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Space is limited—PLEASE RSVP by Friday December 8, 2006


<p><b>When?</b> Thursday, December 14, 2006 9:00 am—3:30 pm</p> <p><b>Where?</b> Central Contra Costa Sanitary District 5019 Imhoff Place Martinez, CA 94553</p> <p><b>Cost?</b> \$30, includes lunch Pay on-site the day of the event— make checks payable to CWEA</p> <p><b>Driving Directions:</b> <a href="http://www.centrialsan.org/aboutcentrialsan/directions.html">www.centrialsan.org/aboutcentrialsan/directions.html</a></p>	<p>To enroll, please provide the information requested below to:</p> <p>Melody LaBella (CCCSD) Email: <a href="mailto:mlabella@centrialsan.dst.ca.us">mlabella@centrialsan.dst.ca.us</a> Fax: (925) 228-4624 Telephone: (925) 229-7370</p> <hr/> <p>Attendee Name &amp; Agency</p> <hr/> <p>Address, City, State &amp; Zip</p> <hr/> <p>Phone</p> <hr/> <p>E-mail address</p>
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A Committee  
of BACWA



SAN FRANCISCO BAY REGIONAL  
WATER QUALITY CONTROL BOARD



California Water Environment Association  
*Protecting our water environment through education and training.*

This workshop was not a project planned in BAPPG's 2006/2007 work plan, so there was no budget associated with this workshop. However, this workshop was made possible by a ~\$12,000 contribution by the City of Palo Alto and in-kind services (printing and meeting room) by CCCSD.

**b. Regional Mercury Thermometer Collection Event**  
Project Manager: Jen Jackson (EBMUD)

From May–July 2007, the BAPPG coordinated a regional collection event for mercury thermometers and other mercury-containing devices. Together, 20 participating agencies and organizations collected 4,264 thermometers, 21 thermostats and 16 pounds of bottled elemental mercury at 30 one-day and ongoing events for a total of 9.43 kg of mercury – an amount equivalent to more than half the annual mercury load allocation given to Bay Area wastewater agencies in the mercury TMDL. The BAPPG coordinated this regional effort, building capacity on how to conduct an exchange, organizing and developing regional advertising and outreach materials, developing a regional website and phone number with all event dates, hours and locations. As a result of this collaboration, several agencies that previously had no experience in conducting thermometer exchanges are now continuing to do them on their own.

The BAPPG coordinated with the BACWA/BASMAA Media Relations Committee to develop press releases and a media kit. In addition, the BAPPG worked with Media Relations consultant O’Rorke & Associates for paid radio and newspaper advertising. The regional ads informed residents about the Regional Mercury Thermometer Exchange campaign and provided a website and phone number for obtaining local event information.

The project budget was spent entirely on regional advertising, which included paid newspaper ads in eleven regional daily papers and radio ads announced during traffic reports. The newspaper ad, prepared by CCCSD graphics staff, is shown on the following page.

Working regionally also leveraged regional advertising from additional agencies outside BAPPG, including \$3,000 from the Alameda Countywide Clean Water Program and \$4,875 from the San Francisco Department of the Environment. The following is a summary of the advertising for the collection events:

- A ½-page newspaper ad appeared in the San Francisco Chronicle on May 1, 2007
- A ¼-page newspaper ad appeared in the following newspapers on May 3, 2007:
  - San Jose Mercury News
  - Contra Costa Times
  - Oakland Tribune
  - Marin Independent Journal
  - Hayward Daily Review

- San Mateo Times
- Fremont Argus
- Vallejo Times Herald
- Vacaville Reporter
- Tri Valley Herald
- METRO Radio Ads
  - 122 radio ads (62 paid, 60 free bonus), 20 different radio stations

**Mercury Fever Thermometer Exchange**

Bring us your glass mercury fever thermometer and exchange it for a digital thermometer.\*

**FREE**  
\*Limit one free digital thermometer per household.

Mercury is toxic and can cause damage to the nervous system, brain, kidneys, liver, and immune systems in humans and animals. BE MERCURY-FREE.

Find a mercury thermometer exchange location near you by visiting [www.BayWise.info](http://www.BayWise.info) or by calling **1-888-BayWise.**

**Participating Agencies**

- Alameda Countywide Clean Water Program
- Bay Area Clean Water Agencies
- Bay Area Stormwater Management Agencies Assoc.
- Central Contra Costa Sanitary District
- City of Livermore
- City of Millbrae
- City of Palo Alto
- City of Redwood City
- City of San José
- City of San Leandro
- City of Santa Rosa
- City of Saratoga Clean Water Program
- City of South San Francisco
- City of Sunnyvale
- East Bay Municipal Utility District
- Russian River Watershed Association
- San Francisco Department of the Environment
- Save The Bay
- South Bay Side System Authority
- Union Sanitary District
- Vallejo Sanitation and Flood Control District

**Bay Area Pollution Prevention Group**

The total BAPPG 2006/2007 budget for this project was \$8,322.

**c. Amalgam Separator List Update**  
Project Manager: Meg Gale (SFPUC)

As part of its mercury source control efforts, the San Francisco Public Utilities Commission (SFPUC) created and maintained a list of ISO pre-approved dental amalgam separator units. SFPUC staff verified that the listed amalgam separators had each passed an internationally-accepted laboratory performance standard for the removal of mercury.

Although San Francisco dental offices have all installed amalgam separators, many other agencies in the Bay Area continue to need a list of these units to use in supporting the development of their own Mandatory Amalgam Separator Programs. In 2006, BAPPG took on the role of maintaining this list for the benefit of its member agencies that need to

implement such programs to achieve the mercury reductions required in the mercury TMDL for the Bay Area.

SFPUC staff and technical consultant Tom Barron, PE, worked together to update the amalgam separator list. This update includes units offered by four manufacturers who provided the following:

- Completed questionnaire form;
- Product brochures, installation instructions and operations manual;
- Current ISO-11143 test results by an accredited laboratory showing that the unit has an amalgam removal efficiency of at least 95%; and
- Quality assurance certificate showing that units now being sold have been independently verified to be the same as those tested in the laboratory.

Future editions of the separator list are expected to include units from additional manufacturers that are currently having updated tests performed on their equipment.

The BAPPG 2006/2007 budget for this project was \$2,500.

#### **4. Copper Plumbing Outreach**

Project Manager: Karin North (City of Palo Alto)

This on-going BAPPG project targets the Apprenticeship Program at the Pipe Trades Council, which has incorporated information on BMPs for copper plumbing into their permanent curriculum that focuses on Environmental Issues relating to the Pipe Trades. The resulting presentation provides information on preventing copper pollution from corrosion related to plumbing design and installation, and includes fact sheets that address design and installation best management practices to prevent copper corrosion. The copper pollution prevention message is now part of the Pipe Trades Council's annual apprenticeship training. Barbara Kusha with Morrison & Associates was again hired to coordinate additional presentations throughout 2006/2007. In 2006, BAPPG staff presented to 3 of the Plumbers Unions, which included: UAL 343 (Napa and Solano Counties), UAL 467 (San Mateo County) and UAL 393 Santa Clara County.

The BAPPG 2006/2007 budget for this project was \$1,000.

#### **5. Website Development and Maintenance**

Project Manager: Karin North (City of Palo Alto)

In 2006/2007, Karin North made great strides in developing BAPPG's websites. Karin arranged for the purchase of the host name [www.BAPPG.org](http://www.BAPPG.org), which has been

programmed to redirect to BAPPG's page on the [www.BACWA.org](http://www.BACWA.org) website. This website is being developed for use by BAPPG members. Karin with assistance from Larry Walker & Associates (funded by the City of Palo Alto) gathered a comprehensive listing and artwork for BAPPG's past products and uploaded them to BAPPG's page on BACWA's website.

Progress was made on the enhancement of [www.BayWise.org](http://www.BayWise.org) – a website that has been shared by BACWA and BASMAA. The BAPPG will use this website for public outreach messages and plans to have the site redesigned in 2007/2008, with financial support from BACWA and BASMAA.

## **6. Sanitary Sewer Overflow Flyer to Plumbers**

Project Manager: Melody LaBella (CCCSD)

To assist Bay Area collection system agencies in fulfilling a requirement of their Sewer System Master Plans, the BACWA Collection System Committee was charged with creating an outreach piece to plumbers and building contractors to educate them about and potentially reduce sanitary sewer overflows (SSOs) caused by their actions. The BACWA Collection System Committee approached BAPPG in December 2006 for assistance in preparing this brochure.

The BACWA Collection System Committee provided much of the technical input for the brochure. Melody LaBella with help from Gail Chesler, also of CCCSD, worked to design the final product. See the following page for an example of the brochure that has been customized using CCCSD's information.

**Plumbers & Sewer Contractors:  
Your Actions Can Prevent  
Sanitary Sewer Overflows!**

**What are Sanitary Sewer Overflows or SSOs?**

SSOs discharge untreated or partially treated human and industrial waste, debris and disease-causing organisms from the sanitary sewer onto the ground near and into homes and potentially into creeks, rivers, lakes or streams.

**What are the impacts of SSOs?**

SSOs may result in property damage, environmental damage and/or potential liability to you or your company. Allowing sewage to discharge to a gutter, storm drain or waterway may subject you to penalties and/or out-of-pocket costs to reimburse cities or public agencies for clean-up efforts and regulatory penalties.

**How can you prevent SSOs?  
and avoid associated penalties & fines**

**When clearing plugged sewer laterals:**

- Remove root balls, grease blockages and any other debris; don't push debris from the lateral to the sewer main.
- If you can't prevent a root ball from entering the sewer main when working in our service area, please call us at (925) 933-0955, so we can work with you (free of charge) to remove the root ball from the sewer main to prevent blockages further downstream.
- Use plenty of water to flush lines.
- Don't open manholes. Hazardous sewer gases from manholes are odorless, undetectable and can be deadly. Call us to open manholes for you and please note that discharge into a publicly-owned manhole requires a permit. Contact our Source Control Section at (925) 229-7288, for an application.

**When constructing sewer laterals:**

- Check your work area. Gravel, backfill material and test plugs can become lodged in the sewer line and cause blockages. Make sure no debris is left in the sewer line before you backfill.
- Avoid offset joints – offset joints make sewer lines vulnerable to root intrusion & grease accumulation, cause debris hang-ups and make lines harder to clean. Properly bed your joints and don't hammer tap.
- In the CCCSD service area, contact our Permit Counter for the appropriate construction specs at (925) 229-7371.



**Who Do I Call to Avoid an SSO?**

Help us help you...

If you require our free assistance to help clear root balls, grease blockages and other debris from a main sewer line to prevent an SSO or to open a manhole in our service area, please call us at:

**(925) 933-0955**



Since this was not a planned BAPPG project, there is no budget associated with the creation of this flyer. It was created with in-kind services from CCCSD.

**2007/2008 BAPPG Projects**

The following table summarizes BAPPG projects planned for 2007/2008.

Pollutant/ Issue	Project	Products	Budget
Pesticides	Help fund the "Our Water Our World" Program	Products may include shelf talkers, updated less-toxic product list, regional events and trade shows, advertising and website	\$15,000
FOG	Spanish Radio Ads	Placement of approximately 100 purchased radio spots and 150 additional PSA's	\$10,000

<b>Pollutant/ Issue</b>	<b>Project</b>	<b>Products</b>	<b>Budget</b>
	Regional FOG Hauler Management	Develop regional approach to FOG hauling requirements & identify ways to ensure regional compliance with & enforcement of regulations. Brochure for FOG haulers about AB 1333	\$5,000
	Presentation for College Hospitality & Cooking Programs	Create a 20-30 minute presentation	\$0
Copper	Plumber Outreach	Report that can be used for annual report in regards to status of presentations and success of presentations	\$2,500
Mercury	Thermometer Exchange Event Coordination	Group buy of thermometers; coordination/collaboration for exchange	\$0
	Demolition Outreach (includes PCBs)	Factsheet for residents and demolition contractors distributed at building departments.	\$1,500
	Update Amalgam Separator List	Updated list of ISO-certified amalgam separators	\$2,500
Cyanide	Cyanide Outreach (literature review by LWA & fact sheet)	Factsheet regarding potential influent sources of cyanide	\$1,000
Pharmaceuticals	Update H2E Pharmaceutical Guide for hospitals to include California regulations	California specific guidance on proper disposal of pharmaceutical waste.	\$9,600
	Outreach to Hospitals on Disposal of Pharmaceutical Waste & Mercury Audit	Canned presentation that can be used to train hospital staff and distribution of updated H2E guidance document for CA regs	\$2,000
	Regional Pharmaceutical Collection Program Coordination	Update to the BAPPG on current status of pharmaceutical collection events throughout the Bay Area	\$0
Training	Cooling Tower Training & Polluted Roof Runoff	BAPPG-sponsored training	\$2,000
MSDS	MSDS Fact Sheet (comparing MSDS w/ product listing)	Laminated Fact Sheet understanding the limitations of the MSDS	\$0
P2 Week	Agency Coordination and Production of P2 Week "Item"	Agency coordination for option to participate in outreach during P2 week	\$1,000

<b>Pollutant/ Issue</b>	<b>Project</b>	<b>Products</b>	<b>Budget</b>
It! Guides	Continuation of revising three It! Guides (Grow It!, Fix It! & Remodel It!)	Revised It! Guides and coordination of a bulk print run	\$1,500
BAPPG Website	Creation & maintenance of BAPPG website	Update <a href="http://www.BayWise.org">www.BayWise.org</a> for use in public outreach using the <a href="http://www.cleanbay.org">www.cleanbay.org</a> design	\$15,000
Emerging Pollutants	Triclosan fact sheet	Create a fact sheet that all interested BAPPG agencies can use in their own jurisdictions	\$0
Subtotal			\$44,000
Allocation of Carry-over Funds from 2006/2007			\$24,600
2007/2008 BACWA Administration Costs			\$4,500
Total 2007/2008 BAPPG Budget			<b>\$73,100</b>

## **SECTION 4.6 Regional Water Recycling Committee**

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**Chair: Paula Kehoe, San Francisco Public Utilities**

### **Participants:**

Central Contra Costa Sanitary District**	Palo Alto, City of *
CH2M HILL	San Francisco, City & County of **
Delta Diablo Sanitation District*	San Jose, City of **
East Bay Municipal Utility District**	Santa Clara Valley Water District
Larry Walker	Whitley Burchett
Novato Sanitary District*	

\* BACWA Member Agencies

\*\* BACWA Principals

The Committee meets on monthly basis, first Wednesday of the month at EBMUD, 9:30 – 11:30 am.

### PURPOSE:

- Develop a short-term and long-term regional water recycling program.
- Collaborate to secure state and/or federal funding for recycled water projects.
- Investigate methods to develop regional partnerships and cooperation to coordinate and facilitate region-wide recycled water projects and programs.

### ACTIVITIES:

- Prepared white paper on the Importance of Recycled Water in the San Francisco Bay Area.
- Conducted a Regional Interagency Workshop on Recycled Water.
- Participated in the San Francisco Bay Area Integrated Regional Water Management Plan planning process.

### ISSUES:

- Title XVI amendments and authorization for Bay Area recycled water projects.
- Provided comments to the State Water Resources Control Board regarding a proposed statewide Recycled Water Policy.
- Regional coordination and cooperation.

### FUTURE ACTIVITIES / ISSUES:

Governance issues for potential future inter-jurisdictional collaboration and develop options for a regional entity.

## SECTION 4.7 Collection Systems Committee

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**Chair:** Doug Humphrey, Stege Sanitary District

**Participants:**

Albany, City of	Oakland, City of
Belmont, City of	Oakley Water Strategies
Berkeley, City Of *	Oro Loma Sanitary District (EBDA**)
Burlingame, City of *	Piedmont, City of *
Castro Valley Sanitary District (EBDA**)	RMC Water
Corte Madera, Town of	Ross, MSD #1*
Central Contra Costa Sanitary District**	San Bruno, City of
Dublin San Ramon Services District*	San Francisco, City & County of **
East Bay Dischargers Authority**	San Jose, City of **
Fairfield, City of *	San Mateo, City of
Fairfield-Suisun Sewer District**	Santa Clara, City of
Foster City, City of	Sunnyvale, City of *
Hayward, City of (EBDA**)	Sonoma County Water Agency*
Larson Consulting	Stege Sanitary District
Livermore, City of *	Union Sanitary District (EBDA**)
Millbrae, City of *	West Bay Sanitary District*
Novato Sanitary District*	West Valley Sanitary District*

\* BACWA Member Agencies

\*\* BACWA Principals

Doug Humphrey was the Collection Systems Committee Chair and Oakley Water Strategies provided professional in lieu of staff assistance to the Committee during FY 2006-07. Monica Oakley was the primary Oakley Water representative working with the Committee and the BACWA Executive Board on collection system issues. Rich Cunningham will be taking over as chair in October 2007.

The Collection System Committee was established in 2003 as a result of concerns that there would be a region-wide general permit for collection systems which incorporated a Sewer System Management Plan (SSMP) and a sanitary sewer overflow (SSO) prohibition. The Committee serves as the focal point for dealing with regulatory issues and actions related to collection systems. The Committee focused its efforts this year on sharing information related to the development and implementation of SSMPs. The Committee also is a mechanism for sharing collection systems information and operational techniques among agencies.

**ACTIVITIES:**

The Committee generally meets once a month on every third Thursday at the Oro Loma Sanitary District offices. The location is occasionally moved to encourage greater

participation.

#### ISSUES:

- The Committee worked on the development and completion of an **outreach program to plumbers and contractors**, whose purpose was to educate them regarding how their work potentially affects main sewer lines, and can cause SSOs. The ultimate product was a brochure that agencies can customize to their agency and use as they see fit. This was a requirement of the SSMP that was set by the SF Bay Regional Water Board.
- Trainings on the second set of **required elements** (three) of the **Sewer System Management Plans** (SSMPs) were conducted as part of the monthly meetings. The purpose was to assist agencies with the completion of the second phase of their SSMPs, due for completion by August 31, 2007.
- The Committee reviewed and commented on the **electronic reporting system** required by the State Waste Discharge Requirements (WDR) both prior and subsequent to the time of required reporting, starting May 2, 2007 for Bay Area agencies. There is an on-going dialogue with State Water Board staff regarding problems and issues related to the on-line reporting system.
- Shared information and discussed potential changes to **underground service alert (USA)** requirements for marking of utilities, including gravity and lateral sewers.
- Held a joint meeting with the **Central Valley Clean Water Association (CVCWA)** in October 2006 to discuss mutual needs and interests.
- Oakley Water provided Committee with detailed **comparison** and transition needs for going **from Regional to State reporting system**, and highlighted differences associated with the State system (reporting and SSMP).
- Discussed updates regarding **third party lawsuits**. EJ Shalaby, West County Wastewater District (WCWD), presented a summary of his first-hand dealings in a third party lawsuit filed against WCWD.
- Frequent reminders to members concerning **deadlines for required reports** to Regional and State Boards.

#### FUTURE ISSUES:

- Continue **education and training efforts**. Plan is to continue brief trainings at monthly meetings, by agency representatives on specific SSMP elements.
- Explore possibility of initiation of **educational program at local community college(s)** for collection system workers similar to that developed for treatment plant operators.

- **Technical seminars** at each meeting on operational, equipment, and miscellaneous technical topics. Use of different foaming products for root control, camera/video inspection products, GIS programs, etc. will be discussed and presented.
- Development of a model **audit template** for use in the required audits of SSMPs.
- Discuss **positions/policies regarding private laterals**, and whether group efforts should be made.

The Collection System Committee has a Yahoo e-list site,  
[BACWA\\_CS@yahoo.com](mailto:BACWA_CS@yahoo.com)

so that all participants in the Bay Area can exchange information and experiences related to the management and operations of their collection systems, and participate in the review of and comment on draft regulatory documents.

## **SECTION 4.8 Operations Information Group (OIG) Committee (also known as the Info Sharing Group)**

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**Consultant Support: Michael Barnes, Whitley Burchett & Associates Inc.**

### **Participants:**

Central Contra Costa Sanitary District**	District*
Central Marin Sanitation Agency*	San Francisco, City & County of **
Delta Diablo Sanitation District*	San Jose, City of **
East Bay Municipal Utilities District **	Sunnyvale, City of *
Fairfield-Suisun Sewer District*	Union Sanitary District (EBDA**)
Livermore, City of *	Whitley Burchett Associates
Sacramento Regional County Sanitation	

\* BACWA Member Agencies

\*\* BACWA Principals

The purpose of the committee is to share information among member agency operations managers for a wide range of operations management issues and challenges via quarterly meetings and distribution of minutes of the meetings. The Committee met four times in FY2006-07 to share information at the CCCSD, EBMUD, and USD plants.

### **ACTIVITIES / ISSUES:**

Specific topics discussed in the past fiscal year include pandemic flu planning, Regional Occupation Program (ROP), OIT programs, joint purchasing of chemicals, SSO posting, operator certification regulation changes, recruitment to replace retiring staff, community college courses for wastewater, secondary clarifier performance and modeling, apprenticeship and other training programs, agency training efforts and costs, and standard operating procedures.

Also in FY2006-07 we had a special presentation by the director of the Process Technology Program at Los Medanos College.

The group also was instrumental in working with Barbara Hockett and others to plan for a regional water/wastewater training program with the Solano Community College.

### **FUTURE ACTIVITIES / ISSUES:**

In the FY2006-07, expected topics include odor control, influent pumping, regional community college courses, climate change impacts, energy conservation, organizational structures, and shift scheduling.

## **SECTION 4.9 BAMI Committee (Maintenance Managers Meetings)**

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**Consultant Support:** Michael Barnes, Whitley Burchett & Associates Inc.

**Participants:**

Central Contra Costa Sanitary District**	Sacramento Regional County Sanitation
Central Marin Sanitation Agency*	District*
Delta Diablo Sanitation District*	San Francisco, City & County of **
Dublin San Ramon Services District*	San Jose, City of **
East Bay Municipal Utilities District**	Union Sanitary District (EBDA**)
Fairfield-Suisun Sewer District*	West County Wastewater District*
	Whitley Burchett Associates

\* BACWA Member Agencies

\*\* BACWA Principals

The purpose of the committee is to share information among member agency maintenance managers for a wide range of maintenance management issues and challenges via quarterly meetings and distribution of minutes of the meetings. The Committee met four times in FY2006-07 to share information at the CCCSD, EBMUD and DDSD plants.

**ACTIVITIES / ISSUES:**

Specific topics discussed in FY2006-07 included plastic collector chain performance, energy issues, confined space and rescues, cogeneration and fuel cells, arc flash analyses and electrical testing, crane certification, on-call mechanic policies, asset management, staffing and training, and pipe failures and testing,

Special presentations in 2006-07 included a presentation by California Sanitation Risk Management Authority (CSRMA) on contractor safety and multi employer workplace issues, and a presentation by Los Medanos Community College to discuss their technology program.

**FUTURE ACTIVITIES / ISSUES:**

Anticipated topics in 2007-08 include asset management, emergency equipment sharing, standby management, organization structures, facility security, and maintenance of equipment for influent pumping and primary treatment processes.

## SECTION 4.11 Media Relations Committee

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**Project Manager:** Jackie Kepke, CH2M HILL

**Participants:**

Alameda Countywide Clean Water Program	Millbrae, City of *
Alameda County Public Works	Palo Alto, City of *
Bay Area Stormwater Management Agencies Association	O'Rorke Public Relations
Central Contra Costa Sanitary District**	San Francisco, City & County of **
CH2M HILL	San Jose, City of **
Contra Costa County Public Works	Santa Clara Valley Urban Runoff Pollution Prevention Program
East Bay Dischargers Authority**	Santa Clara Valley Water District*
East Bay Municipal Utility District**	UP3 Program
Fremont, City of	Vacaville, City of
Marin County Stormwater Pollution Prevention Program	Vallejo Sanitation and Flood Control District*

\* BACWA Member Agencies

\*\* BACWA Principals

The Committee met bimonthly and included the agencies listed immediately above. This committee is run jointly by BASMAA and BACWA and members are drawn from both organizations. Jackie Kepke was the primary CH2M Hill representative working with the Committee, and Julia Fishman was the primary O'Rorke representative and handled media outreach.

The two goals of the BACWA and BASMAA media relations campaign are to: 1) firmly establish the agencies as media contacts on water quality and pollution prevention issues, and 2) generate media coverage that encourages individuals to adopt behavior changes to prevent water pollution. In FY 06-07, the campaign continued to achieve these goals.

**ACTIVITIES:**

Media coverage was pursued on four planned pitches: pesticides; FOG (fats, oils and grease); mercury fever thermometer exchanges; and less-toxic lawn care. Additionally, media materials were developed for the following pitches: label reading PSAs (campaign was asked not to pursue at this time); announcement of new "Our Water Our World" ad campaign (pitch will be conducted early in FY07-08 due to changes in the advertising campaign timing); and a pitch on EcoWise certified pest control operators (EcoWise has asked the campaign to hold off until early in FY07-08 when more businesses will be certified and the program is ready for media attention). The campaign was also bolstered this year by taking the opportunity to gain attention for recycled water in the Bay Area by securing an editorial board meeting with the San Francisco Chronicle in May. Placement highlights include a major story in the Fairfield Daily Republic on FOG; an upsurge in on

line placements; and coverage during the top-rated "Mornings with Sarah and No Name" on KLLC-FM (Alice Radio). Another important highlight was the placement of three different letters to the editor in response to breaking news this year.

Maintaining good media relationships continued this year, particularly with home and garden section editors. The campaign broke new ground with an editorial board meeting at the San Francisco Chronicle on recycled water. Although this meeting did not directly result in an editorial or other coverage, the media contractor believes this is an important first step to generating media interest on recycled water and opening the door to more editorial board meetings at other papers in the region.

Overall, 37 calendar listings, articles, broadcast and on line stories were covered by the media in FY06-07, including 2 print articles, 15 radio stories, 14 web stories and 6 letters to the editor placements (including hard copy and web placements). There were no wire stories or television coverage this year. Public Service Announcements were pursued as well this year and resulted in 6 placements overall. (See Appendix A, Press Report.)

O'Rorke estimates the value of the coverage that was achieved in FY06-07 to be \$69,200 if placements are viewed in comparison to the cost of advertising with these media outlets.

#### ISSUES:

- Pesticides
- Fats, Oils and Grease (FOG)
- Lawn Care PSAs
- Mercury Fever Thermometer Exchanges
- Breaking News Response

#### FUTURE ISSUES:

- Continue to strategize with the executive directors of BACWA and BASMAA to find ways to highlight the agencies' image as environmental professionals by including themes and messages in pitches that highlight the agencies' accomplishments in protecting water quality.
- Maintain a strong presence with key reporters and media personnel; continue to pitch good quality stories on a regular basis.
- Continue to pursue coverage on recycled water as an emerging topic of interest in the region; help to steer the coverage on this story by promoting expert spokespeople and the agencies' point of view on the topic. Plan to pitch the fall 2008 rescheduled recycled water workshop.
- Continue to pursue editorial board meetings as appropriate.
- Utilize a calendar of seasonal pitches that will serve as signposts throughout the campaign year.
- Ensure that the roster of pitches planned for FY07-08 include a range from lighter, feature stories to those with more news potential for greater placement success.
- Evaluate campaign success by comparing number of placements and monetary value of media coverage garnered in FY07-08 to media coverage attained in previous years.

- Determine alternate pitch ideas in the FY07-08 workplan to allow agencies to maximize campaign resources even if some planned pitches do not come to fruition, as pitch attrition seems to be a repeated predicament for the campaign.

## SECTION 5. CLEAN ESTUARY PARTNERSHIP (CEP)

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### COMMITTEES AND BACWA PARTICIPANTS

#### Executive Management Board:

The Executive Management Board (EMB) is responsible for overseeing the operations of the CEP, setting all policies and making all funding decisions.

BACWA Representative: James R. Kelly, Central Contra Costa Sanitary District and  
Dave Williams, EBMUD

Alternate: Michele Pla, BACWA Executive Director

#### Administrative Committee :

The role of the Administrative Committee is to keep the CEP on schedule and on budget.

BACWA Representative: Chuck Weir, East Bay Dischargers Authority

Alternate: Michele Pla, BACWA Executive Director

In 2006-07 there was very little activity for the CEP. No new projects were begun during 2006-07. To save CEP resources, all committee meetings were suspended in order to consider a redesign for the CEP.

#### Technical Committee:

The role of the Technical Committee is to ensure that all research, monitoring, and other scientific or technical endeavors conducted by the CEP are of the highest quality and utility.

BACWA Representative: David Tucker, City of San Jose

Alternate: Ben Horenstein, East Bay Municipal Utilities District

In 2006-07 there was very little activity for the CEP. No new projects were begun during 2006-07. To save CEP resources, all committee meetings were suspended in order to consider a redesign for the CEP.

#### Participation & Outreach Committee:

The purpose of the Participation and Outreach Committee is to ensure that the CEP promotes a meaningful dialogue among all stakeholders, and that scientific information used in policy decisions is accessible and understandable to interested members of the public.

BACWA Representative: Chuck Weir, East Bay Dischargers Authority

Alternate: Michele Pla, BACWA Executive Director

In 2006-07 there was very little activity for the CEP. No new projects were begun during 2006-07. To save CEP resources, all committee meetings were suspended in order to consider a redesign for the CEP.

The Clean Estuary Partnership (CEP) is a cooperative partnership that facilitates efforts to improve water quality in San Francisco Bay by providing financial and staff support for technical analysis and stakeholder outreach activities.

The official CEP partners are:

- San Francisco Bay Regional Water Quality Control Board (RWQCB)
- Bay Area Stormwater Management Agencies Association (BASMAA)
- Bay Area Clean Water Agencies (BACWA)

Other key participants include the San Francisco Estuary Institute, Clean Water Action, San Francisco BayKeeper, and the Western States Petroleum Association.

The Mission of the Clean Estuary Partnership is to use sound science, adaptive management, and public collaboration to develop and implement technically valid and cost-effective strategies including TMDLs that result in identifiable, sustainable water quality improvements for San Francisco Bay.

To accomplish this mission, the CEP will undertake the following activities:

- Assemble technical information and expertise needed to develop strategies
- Facilitate independent peer review of technical reports that describe approaches, results, and conclusions
- Foster an integrated approach to data collection and assessment among various programs and agencies
- Facilitate meaningful dialogue among all stakeholders in support of planning and decision-making
- Inform and educate the community, including elected and appointed officials, to build a regional consensus in support of strategies
- Seek cost-sharing opportunities to secure adequate, reliable funding

## **BACWA ADMINISTRATIVE SUPPORT SERVICES FOR CEP**

BACWA as a public agency registered with the California Secretary of State, and as a signatory partner to the Clean Estuary Partnership (CEP), provides public administrative contracting, funding, and auditing services in behalf of CEP as a separate enterprise within BACWA. Funding services involve receiving and disbursing funds and include invoicing and reporting. All CEP administrative contracting and funding services must be requested and

approved by the Executive Management Board of the CEP in order to enable BACWA to perform CEP supporting administrative contracting and funding services.

BACWA administers contracts for the following consultants who provide services to the CEP:

- Applied Marine Sciences (AMS)
- Association of Bay Area Governments (ABAG)

BACWA Administration costs are included within the CEP Budget. As of June 30, 2006, the accumulated costs of CEP were \$668,024.62, excluding EBMUD Administration costs (Accounting & Audit fees).

In May 2007, the EMB agreed to discontinue the CEP structure, especially the formalized structure of a Program Manager (AMS) and committees with workplans. They agreed to complete the ongoing technical and scientific work that is underway, to reduce the AMS contract to manage that particular work and to disperse the remaining funds to the partners. The web site and its content are to be transferred to the Regional Water Board.

The EMB let open the possibility for new and other collaborations between the original Partners.

## SECTION 6. AWARDS

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### 2006 CASA Awards

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AWARD: Technological Achievement Award

RECIPIENTS: Central Contra Costa Sanitary District - "Sewer TV Inspection Project"

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AWARD: Public Outreach/Education Award

RECIPIENT: Sacramento Regional County Sewer District and MWH, Inc. and MMC– SRCSD  
"Lower Northwest Interceptor Public Outreach Program"

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AWARD: Organizational Innovation Award

RECIPIENT: East Bay Municipal Utility District – "Innovative Developmental Academies –  
Strategic Workforce Planning"

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### NACWA's 2007 National Environmental Achievement Award Honorees

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AWARD: Research and Technology Award

RECIPIENT: East Bay Municipal Utility District – Investigating the Fundamental Basis for  
Selectors to Improve Activated Sludge Settling

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AWARD: Educational Program Award

RECIPIENT: Sacramento Regional County Sewer District, CA – SRCSD Mercury Reduction  
Public Education Program

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## NACWA's 2006 Peak Performance Awards

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**AWARD:** 2005 Platinum Awards for facilities that have consistently met all NPDES permit limits for five consecutive years.

**RECIPIENTS:** City and County of San Francisco, Oceanside Wastewater Treatment Plant  
Wastewater Enterprise - San Francisco Public Utilities Commission (11)  
CCSD, Central Contra Costa Sanitary District Treatment Plant (9)  
EBMUD, East Bay Municipal Utility District Special District No. 1 (7)

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**AWARD:** Gold Awards for member agency facilities that consistently meet all National Pollutant Discharge Elimination System (NPDES) permit limits during a calendar year.

**RECIPIENT:** City & County of San Francisco, Calif., Southeast Water Pollution Control Plant  
AND Treasure Island Wastewater Treatment Plant  
City of Sunnyvale, Calif., Donald M. Somers Water Pollution Control Plant  
Delta Diablo Sanitation District, Calif.  
Sacramento Regional County Sanitation District, Calif., Sacramento Regional  
Wastewater Treatment Plant  
West County Wastewater District, Calif., Water Pollution Control Plant

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## NACWA's 2006 Excellence in Management Program

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**AWARD:** Excellence in Management Program - honors member agencies that have implemented and sustained, for a continuous three-year period, successful programs that address the range of management challenges faced by public clean water utilities in today's competitive environment.

**RECIPIENT:** East Bay Municipal Utility District

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## 2007 WEF Awards

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**AWARD:** PUBLISHED PAPERS, Eddy Wastewater Principles/Processes Medal

**RECIPIENT:** Donald Gray, EBMUD

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## 2006 CWEA Awards

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AWARD: Laboratory Person of the Year

RECIPIENT: Mary Anne Johnson, Delta Diablo Sanitation District

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AWARD: Electrical / Instrumentation Person of the Year

RECIPIENT: Luke Castell, South Bay System Authority

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AWARD: Operations Challenge – Second Place

RECIPIENT: Div 1: Sacramento RCSD Wastewater Warriors  
Div 2: Vallejo SFCO North Bay Ryders

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AWARD: Safety Award Winner (Medium)

RECIPIENT: Palo Alto Regional Water Quality Control Plant

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AWARD: Burke Safety Award Winner

RECIPIENT: Palo Alto Regional Water Quality Control Plant

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AWARD: Select Society of Sanitary Sludge Shovelers

RECIPIENT: Kevin O'Toole, WBA and Bob Whitley, WBA

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## APPENDIX A

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### 2006-2007 EXECUTIVE BOARD MEETINGS

<u>File:</u>	<u>Date:</u>
11,507	July 27, 2006
11,508	August 24, 2006
11,509	September 27-29, 2006
11,610	October 26, 2006
11,611	November 16, 2006
11,612	December 21, 2006
11,601	January 25, 2007
11,602	February 22, 2007
11,603	March 22, 2007
11,604	April 26, 2007
11,605	May 24, 2007
11,606	June 28, 2007

**APPENDIX B**

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**TREASURER REPORT JUNE 30, 2007**

**BAY AREA CLEAN WATER AGENCIES  
TREASURER'S REPORT  
FOR THE MONTH ENDED July 31, 2007**

BACWA	Budgeted FY07-08	Encumbrance	Actual				
			Curr Yr for Pr Yr	Jul-07	YTD	Budg YTD	Budg YTD %
<b><u>REVENUES &amp; FUNDING</u></b>							
Members' Contributions	450,000			-	0	0	0%
Associate & Affiliate Contributions	162,000			-	0	0	0%
Other Receipts	30,000		425	-	425	0	0%
Fund Transfer	0		0	-	0	0	0%
Interest Income	54,000		12,597	-	12,597	0	0%
<b>TOTAL REVENUE &amp; FUNDING</b>	<b>696,000</b>		<b>13,022</b>	<b>0</b>	<b>13,022</b>	<b>0</b>	<b>0%</b>
<b><u>PROJECT ELEMENTS</u></b>							
<b>Permit/ Water Quality</b>	<b>156,250</b>	<b>0</b>	<b>7,996</b>	<b>-</b>	<b>7,996</b>	<b>-</b>	<b>0%</b>
Permit Committee Consulting Support	31,250		4,513	-	4,513	-	0%
Water Quality Studies & Analysis	60,000			-		-	0%
Legal Support for Permit & Appeals	50,000		-	-	-	-	0%
PSSEP	5,000		-	-	-	-	0%
Consultant Assistance for Sediment	10,000		3,483	-	3,483	-	0%
<b>Collection Systems</b>	<b>50,000</b>		<b>3,735</b>	<b>-</b>	<b>3,735</b>	<b>-</b>	<b>0%</b>
Collection Systems Committee	40,000		3,735	-	3,735	-	0%
Legal Support for Collection System	10,000		-	-	-	-	0%
<b>Communic of Tech &amp; Regulatory Issues</b>	<b>108,000</b>	<b>0</b>	<b>15,003</b>	<b>-</b>	<b>15,003</b>	<b>-</b>	<b>0%</b>
Media Relation	60,000		12,902	-	12,902	-	0%
Newsletters and Fact Sheets	15,000		1,004	-	1,004	-	0%
BACWA Website	8,000		297	-	297	-	0%
Web Consultant Support	20,000		-	-	-	-	0%
Baywise Website	5,000		800	-	800	-	0%
<b>Pollution Prevention</b>	<b>32,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
Contribution to BAPPG Enterprise	29,500		-	-	-	-	0%
BAPPG Contingency	3,000		-	-	-	-	0%
<b>General BACWA</b>	<b>146,609</b>	<b>-</b>	<b>39,774</b>	<b>-</b>	<b>39,774</b>	<b>-</b>	<b>0%</b>
Committee Fund	6,000	-	96	-	96	-	0%
Annual Member's Meeting	5,000	-	66	-	66	-	0%
Expert Consultants	65,000		30,959	-	30,959	-	0%
Consultant Support for BAMI	17,000		3,654	-	3,654	-	0%
Contingency	38,609		5,000	-	5,000	-	0%
Contribution to State Estuary Conference	15,000		-	-	-	-	0%
<b>FY06-07 Carry Forwad &amp; Others</b>			<b>1,492</b>	<b>-</b>	<b>1,492</b>	<b>-</b>	<b>0%</b>
<b>TOTAL CONTRACTS</b>	<b>493,359</b>	<b>0</b>	<b>68,000.67</b>	<b>-</b>	<b>68,000.67</b>	<b>-</b>	<b>0%</b>
<b>BACWA Special Programs/ Projects</b>	<b>-</b>	<b>-</b>	<b>9,189</b>	<b>-</b>	<b>9,189</b>	<b>-</b>	<b>0%</b>
SFEI Contracts	-		9,189	-	9,189	-	0%
SFPUC contracts	-		-	-	-	-	0%
<b>Administrative Expenses</b>	<b>202,641</b>	<b>-</b>	<b>34,016</b>	<b>-</b>	<b>34,016</b>	<b>-</b>	<b>0%</b>
Executive Director	136,591		11,052	-	11,052	-	0%
Assistant Executive Director	32,000		3,010	-	3,010	-	0%
Admin Expenses	10,000		674	-	674	-	0%
EBMUD Admin Service & Audit	19,050		19,280	-	19,280	-	0%
Insurance	5,000		-	-	-	-	0%
<b>PROJECT TOTALS</b>	<b>696,000</b>	<b>0</b>	<b>102,016</b>	<b>0</b>	<b>111,206</b>	<b>0</b>	<b>0%</b>
<b>BALANCE</b>	<b>0</b>		<b>(88,995)</b>	<b>-</b>	<b>(98,184)</b>	<b>-</b>	

	Budgeted	Encumbrance	Actual				
	FY 07		Curr Yr for Pr Yr	Cur Mth	YTD	Budg YTD	Budg YTD %
WQA Contributions	600,000		-	0	0	0	0%
WQA Interest/ Misc			6,327	0	6,327	0	
POTW Contributions to CEP	450,000			0			0%
WQA Contract Expenses	145,952		1,156	0	1,156	0	0%
Expert Consultant Support	107,768			0	0	0	0%
Fact Sheet on BPA or TMDLs	15,000			0	0	0	0%
Contingency	23,184			0	1,156	1,156	5%
WQA Administrative Expenses	10,000		165	0	165	0	0%
<u>WQA Balance</u>				<b>0</b>	<b>5,006</b>	<b>0</b>	
CEP Contributions	450,000		-	0	0	0	0%
CEP Interest/Misc	-		10,896	0	10,896	0	0%
CEP Contract Expenses	450,000		26,364	0	26,364	0	0%
CEP Administrative Expenses	-		908	0	908	0	0%
<u>CEP Balance</u>				<b>0</b>	<b>(16,376)</b>	<b>0</b>	
Air Contributions	-		-	0	0	0	0%
Air Interest/Misc			269	0	269	0	
Air Contract Expenses	-		3,067	0	3,067	0	0%
Air Administrative Expenses	-		814	0	814	0	0%
<u>Air Balance</u>				<b>0</b>	<b>(3,612)</b>	<b>0</b>	
BAPPG Contributions			-	0	0	0	0%
BAPPG Interest/ Misc			987	0	987	0	
BAPPG Contract Expenses			10,973	0	10,973	0	0%
Our Water Our World				0	0	0	0%
Hospital Pharmaceutical Guide				0	0	0	0%
Copper Plumbing Project				0	154	154	0%
Thermometer Exchange				0	5,013	5,013	0%
Thermometer Exchange-Regional Ads				0	3,306	3,306	0%
Spanish Radio				0	0	0	0%
Dental Mercury Control				0	2,500	2,500	0%
BAPPG Contract Expenses-FY06 Carryover				0			
BAPPG Administrative Expenses			644	0	644	0	0%
<u>BAPPG Balance</u>				<b>0</b>	<b>(10,631)</b>	<b>0</b>	
IRWMP Contributions			-	0	0	0	0%
IRWMP Interest/Misc			25	0	25	0	0%
IRWMP Contract Expenses			-	0	0	0	0%
IRWMP Administrative Expenses			146	0	146	0	0%
<u>IRWMP Balance</u>				<b>0</b>	<b>(121)</b>	<b>0</b>	
RWR Contributions	5,000		1,000	0	1,000	0	0%
RWR Interest/Misc			389	0	389	0	
RWR Contract Expenses			-	0	7,200	7,200	0%
WRF			-	0	0	0	0%
White Paper				0	7,200	7,200	0%
RWR Administrative Expenses			143	0	143	0	0%
<u>RWR Balance</u>				<b>0</b>	<b>(5,954)</b>	<b>(7,200)</b>	

	Budgeted FY 07	Encumbrance	Actual				
			Curr Yr for Pr Yr	Cur Mth	YTD	Budg YTD	Budg YTD %
CWCCG Contributions	132,500		106,000	15,500	121,500	15,500	0%
CWCCG Interest/Misc			345	0	345	0	0%
CWCCG Contract Expenses	132,500		-	0	0	0	0%
CWCCG Administrative Expenses			-	0	0	0	0%
<b>CWCCG Balance</b>				<b>15,500</b>	<b>121,845</b>	<b>15,500</b>	
WOT Contributions	42,000			8,000	8,000	8,000	0%
WOT Interest/Misc				0	0	0	0%
WOT Contract Expenses	42,000			0	0	0	0%
WOT Administrative Expenses				0	0	0	0%
<b>WOT Balance</b>				<b>8,000</b>	<b>8,000</b>		
WCC Contributions	703,650			500,000	500,000	500,000	0%
WCC Interest/Misc				0	0	0	0%
WCC Contract Expenses	703,650			32,118	32,118	32,118	0%
WCC Administrative Expenses				0	0	0	0%
<b>WCC Balance</b>				<b>467,882</b>	<b>467,882</b>		

Note: CWCCG \$106,000 received in FY07



	EBMUD	EBDA	CCCSD	CCSF	CSJ	Reserve	Subtotal	IRWMP	AIR	BAPPG	WQA	CEP	RW	CWCCG	Total
4/07-6/07															
Interest to be Alloc															
Balance:															
March 31	160,740.19	175,089.17	197,780.07	205,498.38	176,525.77	120,000.00	1,035,633.58	1,913.44	31,688.02	78,949.81	483,032.68	868,536.26	22,169.99		2,521,923.78
April 30	152,753.72	167,289.15	190,274.92	198,095.31	168,744.42	120,000.00	997,157.52	1,937.23	31,859.12	74,898.51	487,795.96	850,092.16	32,470.28		2,476,210.78
May 31	144,225.91	161,578.64	184,564.41	192,384.80	163,033.91	120,000.00	965,787.67	1,937.23	9,263.41	74,793.51	487,743.46	833,691.08	32,707.78		2,405,924.14
June 30	123,927.75	149,280.50	164,266.27	172,086.66	142,735.77	120,000.00	872,296.95	1,937.23	9,930.91	74,548.51	485,754.12	796,002.22	32,095.28	106,000.00	2,378,565.22

Average:	\$ 145,411.89	\$ 163,309.37	\$ 184,221.42	\$ 192,016.29	\$ 162,759.97	\$ 120,000.00	\$ 967,718.93	\$ 1,931.28	\$ 20,685.37	\$ 75,797.59	\$ 486,081.56	\$ 837,080.43	\$ 29,860.83	\$ 26,500.00	\$ 2,445,655.98
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Member Interest Income:	\$ 1,892.81	\$ 2,125.78	\$ 2,397.99	\$ 2,499.45	\$ 2,118.63	\$ 1,562.03	\$ 12,596.69	\$ 25.14	\$ 269.26	\$ 986.65	\$ 6,327.27	\$ 10,896.18	\$ 388.70	\$ 344.95	\$ 31,834.83
Allocation Reserve Income:	312.39	312.41	312.41	312.41	312.41	(1,562.03)									

Total Allocated Income:	\$ 2,205.20	\$ 2,438.19	\$ 2,710.40	\$ 2,811.86	\$ 2,431.04	\$ -	\$ 12,596.69	\$ 25.14	\$ 269.26	\$ 986.65	\$ 6,327.27	\$ 10,896.18	\$ 388.70	\$ 344.95	\$ 31,834.84
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EBMUD	EBDA	CCCSD	CCSF	CSJ	Reserve	Subtotal	IRWMP	AIR	BAPPG	WQA	CEP	RW	CWCCG	Grand Totals
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**APPENDIX C**

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**2006-2007**

**MOTIONS AND HANDOUTS**

**5. CONSENT CALENDAR: Moved by KELLY and TUCKER with the removal of the M Cubed invoice from the consent calendar**

Consent Calendar Consideration of Approval:

Executive Board Meeting June 22, 2006, Draft No. 3 Action Item Minutes

Treasurer Report for June 2006, COB 6-30-06

Check Register for June 2006, COB 6-30-06

File 10,740 (BAPPG) CSJ reimbursement invoice for BAPPG Medical Disposal Project amounting to \$2,142.00.

File 11,507 Create a Water Quality Attainment account to separately manage CEP/WQAS contributions

**Ratification of Chair Approval**

File 11, 736 Contract for Larry Walker Associates for \$4,999 to respond to information Request from the Water Board for the Cyanide Basin Plan Amendment

**M Cubed Contract File 10,737: Motion by KELLY and WEIR** to revise the contract to be consistent with the approved proposal with the recognition that contract amount exceeds the limit on sole source and approves this exception for this project only.

As part of this discussion the Board agreed that as a practice the Chair should not sign contracts until the vendor has signed the contract. In addition, the Board asked the ED to report back to the Board to with a method of reviewing and monitoring third party contracts in the future.

**8. OTHER BUSINESS:****C. BACWA Participation in the CWEA SSO Training**

**Motion by KELLY and WEIR** to allow the Board to take action on this item as an urgency action;

**Motion by KELLY and WEIR** to authorize the contribution of \$20,000 to CWEA for the SSO statewide training, to ask that CWEA look at the pricing structure with the expectation that there could be some reimbursement to BACWA. The Board also asked the ED to review the budget and determine where these funds would come from and to propose a modified budget.

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**Handout Packet Distributed at Meeting:**

1. Agenda.
2. Draft Action Item Minutes No. 3 for June 22, 2006 Executive Board Meeting.
3. Treasurer Report for June 2006, COB 6-30-06
4. Check Register for June 2006, COB 6-30-06
5. File 10,737 (IRWMP) – M Cubed Invoice for June 2006 re: IRWMP Step 2 Grant application, approving invoice for \$20,612
6. File 10,740, (BAPPG) CSJ Reimbursement invoice for BAPPG Medical Disposal Project amounting to \$2,142.00
7. File 11,736 (WQAS) Contract for LWA for \$4,999.00 to support the development and adoption of the Cyanide BPA
8. Proposed Executive Board Meeting Schedule for 2007
9. CWEA SSO WDR Task Force – Training Model
10. SCAP, Jul 6, 2005 Letter to Ms. Elizabeth Allen, CWEA Re: Contributions for SSO WDR Training

**File 11,508**

**August 24, 2006**

- 5. CONSENT CALENDAR: Moved by KEANEY/KELLY with agreement that the Finance Committee will meet to resolve budget inconsistencies and request will be made to EBMUD for a more detailed report.**

Consent Calendar Consideration of Approval:

- Executive Board Meeting July 27, 2006, Draft No. 2 Action Item Minutes
- Executive Board Meeting and Closed Session on August 11, 2006, Draft Minutes #1
- EBMUD Investment Policy
- Treasurer Report for July 2006, COB 7-31-06
- Check Register for July 2006, COB 7-31-06

**7. OTHER BUSINESS:**

- c. File 10,624 (BACWA) LWA SOQ Contract for FY 2006-07 for the amount of \$25,000 from the Budget Category of Permits and Water Quality.**

**Motion KELLY/TUCKER to approve.**

The Board is specifically interested in getting the workgroup established with the support of LWA.

**Handout Packet Distributed at Meeting:**

1. Agenda.
2. Executive Directors Report for August 2006
3. Action Item Minutes Draft No. 2 for July 27, 2006 Executive Board Meeting.
4. Draft No.1 for August 11, 2006 Executive Board Meeting and Closed Session.
5. Treasurer Report for July 2006, COB 7-31-06.
6. Check Register for July 2006, COB 7-31-06
7. EBMUD Investment Policy.
8. BAPPG Report for August 2006.
9. BAPPG Priority Pollutant Form
10. File 10,624 (BACWA) LWA SOQ Contract for FY 2006-07 for the amount of \$25,000 from the Budget Category of Permits and Water Quality.
11. LWA SOQ Budget Estimate for FY 2006-07.
12. LWA SOQ Work Plan for FY 2006-07.
13. Agenda for Pardee Technical Seminar

**File 11,509**

**September 27, 2006**

- 5. CONSENT CALENDAR: As the Board is meeting outside of the Bay Area, the Consent Calendar is Accepted for Further Consideration at the October Meeting**

**Handout Packet Distributed at Meeting:**

1. Agenda.
2. Executive Director's Report for September 2006
3. Action Item Minutes Draft No. 4 for August 24, 2006 Executive Board Meeting.
4. Treasurer Report for August 2006, COB 8-31-06.

5. Check Register for August 2006, COB 8-31-06
6. Lab Committee Report
7. Operations Information Sharing Group Report
8. File 10,763 (WQAS) Somach, Simmons & Dunn Contract for Revised Mercury TMDL; \$4,900.00 from the Water Quality Attainment Strategies account contingency.
9. File 10,769 (WQAS) LWA Contract for Cu Basin Plan Amendment; \$4,800.00 from the Water Quality Attainment Strategies account contingency.
10. File 10,769 (WQAS) LWA Scope of Work for Cu Basin Plan Amendment.

<b>File 11,510</b>	<b>October 26, 2006</b>
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**5. CONSENT CALENDAR: Moved by KELLY/KEANEY with removal of File 10,804 Fred Krieger agreement, Treasurer's Report and Proposal from Finance Committee.**

Consent Calendar Consideration of Approval:

- Executive Board Meeting August 24, 2006, Draft No. 2 Action Item Minutes
- Executive Board Meeting September 27, 2006, Draft No 1 Action Item Minutes
- Treasurer Report for August
- Check Register for August and September 2006

Ratification of Chair Approval:

- File 10,763 (WQAS) Somach, Simmons & Dunn, legal services associated with the SWRCB consideration of the Revised Mercury TMDL as adopted by the SF Bay Regional Board; \$4,900.00 from the Water Quality Attainment Strategies account contingency budget item; September 7, 2006 through December 31, 2006
- File 10,769 (WQAS) LWA, provide professional assistance for the development of the Wastewater Implementation Plan for the Cu Basin Plan Amendment; \$4,800.00 from the Water Quality Attainment Strategies account contingency budget item; September 14, 2006 through December 3, 2006

Contract Implementation Authorization to Chair:

- (BACWA) File 10,803, Day Carter & Murphy, General Counsel Services for BACWA FY 2006 - 07, \$2,000.00
- (BACWA) File Transfer Authorization – Termination of Downey Brand, LLP General Counsel Services in File 10,621

**September 2006 TR was accepted, moved by TUCKER/KELLY, after the following discussion and with the understanding that the following changes will be made.**

- Concern was raised about Revenue from Other Receipts in Budgeted FY 06-07 column Treasurer's Report. It was determined that this money is a pass through of funds for SFEI.
- TR needs to be revised to show Interest Income and that money should be factored into Total Revenue & Funding before transferring of funds from Principals to balance Budget.

**Proposal from Finance Committee for Balanced 2006-07 Budget should reflect the \$37,000.00 discrepancy between Total Revenue and expenses, not \$37,500.00, and Interest Income, before it can be approved.**

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**Handout Packet Distributed at Meeting:**

1. Agenda.
2. Executive Director's Report for October 2006
3. Action Item Minutes Draft No. 4 for August 24, 2006 Executive Board Meeting.
4. Treasurer Report for August 2006, COB 8-31-06.

5. Check Register for August 2006, COB 8-31-06
6. Action Item Minutes Draft No 1 for September 27, 2006 Executive Board Meeting
7. Treasurer Report for September 2006, COB 9-30-06.
8. Check Register for September 2006, COB 9-30-06
9. Proposal from Finance Committee for Balanced 2006-07 Budget
10. File 10,763 (WQAS) Somach, Simmons & Dunn Contract for Revised Mercury TMDL; \$4,900.00 from the Water Quality Attainment Strategies account contingency.
11. File 10,769 (WQAS) LWA Contract for Cu Basin Plan Amendment; \$4,800.00 from the Water Quality Attainment Strategies account contingency.
12. File 10,769 (WQAS) LWA Scope of Work for Cu Basin Plan Amendment.
13. File 10,804 (WQAS) Fred Krieger, Berkeley Environmental and Applied Research, for Effluent Limits Strategy, October 26, 2006 through June 30, 2007; **\$8,000.00**
14. File 10,803 (BACWA) Day Carter & Murphy, General Counsel Services for BACWA FY 2006 - 07, **\$2,000.00**
15. File Transfer Authorization – Termination of Downey Brand, LLP General Counsel Services in File 10,621
16. Recycle Committee Report
17. 2005 – 2006 Annual Report Table of Contents
18. Potential Topics for BACWA Annual Members Meeting - January 25, 2007
19. Dates for Budget Workshops, Annual Members Meeting and Management Review Workshop
20. Action Items from Pardee Technical Seminar 2006

**File 11,511**

**November 16, 2006**

**5. CONSENT CALENDAR: Moved by WEIR/NAVARRET**

Consent Calendar Consideration of Approval:

Executive Board Meeting October 26, 2006, Draft No. 3 Action Item Minutes

Treasurer Report for October 2006

Check Register for October 2006

Adoption of 2005 – 06 Annual Report, including Appendix D Auditor's Report for 2005-06

File 10,823 BACWA Resolution for Adopting the San Francisco Bay Area Integrated Regional Water Management Plan

Ratification of Chair Approval:

File 10,822 (BACWA) SFEI Contract No. 631; No-Cost Extension from July 31, 2006 to November 30, 2006; \$4,300.00 from BACWA Special Programs/Projects.

Contract Implementation Authorization to Chair:

File 10,821 (BAPPG) Univision for Spanish Outreach Project; \$10,000.00 from the BAPPG; FY 2006-2007.

File 10,744 (BACWA) Amendment to Alexandra Gunnell for Assistant to the Executive Director Services Agreement

File 10,826 (BAPPG) Jack Nadel International for FOG Scraper Project; \$5,000.00 from the BAPPG; FY2006-2007.

**CLOSED SESSION:**

- BACWA will have no financial participation in the CASA Compliance Schedule litigation, but will have a nominal inclusion if necessary and appropriate. **MOTION by** Weir/Tucker  
An action to allow the review of working documents regarding SSO enforcement by individual counsel for Principal members, the Chair of the Collection System Committee and the expert consultant. **MOTION by** Weir/Kelly

**Handout Packet Distributed at Meeting:**

1. Agenda.
2. Executive Director's Report for October 2006
3. Action Item Minutes Draft No. 3 for October 16, 2006 Executive Board Meeting.
4. Treasurer Report for October 2006, COB 10-31-06.
5. Check Register for October 2006, COB 10-31-06
6. File 10,823 BACWA Resolution for Adopting the San Francisco Bay Area Integrated Regional Water Management Plan
7. File 10,823 IRWMP Waste Water - Recycled Water Project List 31-Oct06
8. File 10,822 (BACWA) SFEI Contract No. 631; No-Cost Extension from July 31, 2006 to November 30, 2006
9. File 10,497 SFEI Contract No. 631 Benthos Analysis from January 15, 2006 to July 31, 2006; \$4,300.00.
10. File 10,821 (BAPPG) Univision for Spanish Outreach Project; \$10,000.00 from the BAPPG; FY 2006-2007.
11. File 10,744 (BACWA) Amendment to Alexandra Gunnell for Assistant to the Executive Director Services Agreement
12. File 10,744 (BACWA) Alexandra Gunnell for Assistant to the Executive Director; \$16,000.00; August 2006 through November 2006.
13. File 10,826 (BAPPG) Jack Nadel International for FOG Scraper Project; \$5,000.00 from the BAPPG; FY2006-2007.
14. File 10,826 (BAPPG) FOG Project Scope of Work
15. Recycled Water Committee Report
16. AIR Committee Report
17. Potential Topics for BACWA Annual Members Meeting - January 25, 2007
18. Action Items from Pardee Technical Seminar 2006
19. California Wastewater Operator Workforce Initiative Scoping Workshop Agenda
20. USEPA Multi-stakeholder Meeting, Save the Date, 12-5-06

**File 11,512**

**December 21, 2006**

**5. CONSENT CALENDAR: Moved by Tucker/Keaney**

Consent Calendar Consideration of Approval:

Executive Board Meeting November 16, 2006, Draft No. 2 Action Item Minutes  
11,512.2 Executive Board Budget Workshop December 15, 2006, Draft No. 1 Action  
Item Minutes

Treasurer Report for November 2006

Disbursement Report for the Month of November 2006

Adoption of Recycled Water Committee Proposal for Tailored Collaborative Research  
project to Water Reuse

Ratification of Chair Approval:

File 10,847 Oakley Water Strategies (OWS) contract for Watershed Permit Step 1; FY  
06-07; \$4,800.00 from Water Quality Attainment Strategies budget

Contract Implementation Authorization to Chair:

File 10,848 Oakley Water Strategies (OWS) contract for Watershed Permit Step 2; FY  
06-07; \$17,335.00 from BACWA General Regulatory Consultant Support Budget.

CEP as Approved by the EMB:

File 10,845 Applied Marine Science (AMS) amendment No. 30 for Legacy Pesticides;  
time extension thru June 30, 2007; \$10,000.00 from CEP budget

File 10,373 ABAG Contract Amendment 1; time extension thru May 31, 2007 \$102,639  
from CEP budget

## 6. COMMITTEE REPORTS:

- **Lab Committee – Committee Chair Rod Miller**

The Board acknowledged the Chair's approval of \$1,500.00 from the General BACWA Committee Fund line item to send the Chair of the Laboratory Committee to the 23rd ACS National Meeting and Exposition (Pittcon 2007) in Chicago, IL from February 25 to March 1, 2007

## 7. OTHER BUSINESS:

**a. Resolution to Adopt the Aquatic Science Center JPA: Moved by Tucker/Keaney with unanimous approval by the Board**

Scheduled for approval in January by the RWQCB, and soon after the Board of Directors will be formed as a diverse group and will likely include, BACWA, RWQCB, SFEI representatives. The significance of this partnership was noted and its impact on facilitating SFEI's RMP contracts was discussed. Some governance issues were raised such as Liability Insurance, and a Treasurer's Bond, and it was suggested that BACWA should not be responsible for managing the JPA bank account to avoid any issues of inequitable representation.

BACWA general legal counsel will be contacted to find out specifics of the adoption timeline and when this partnership will become effective.

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### Handout Packet Distributed at Meeting:

1. Agenda.
2. Executive Director's Report for November 2006
3. Action Item Minutes Draft No. 2 for November 16, 2006 Executive Board Meeting.
4. 11,512.2 Executive Board Budget Workshop December 15, 2006, Draft No. 1 Action Item Minutes.
5. Treasurer Report for November 2006, COB 11-30-06.
6. Check Register for November 2006, COB 11-30-06
7. File 10,847 Oakley Water Strategies (OWS) contract for Watershed Permit Step 1; FY 06-07; \$4,800.00 from Water Quality Attainment Strategies budget
8. File 10, 848 Oakley Water Strategies (OWS) contract for Watershed Permit Step 2; FY 06-07; \$17,335.00 from BACWA General Regulatory Consultant Support budget
9. File 10,845 Applied Marine Science (AMS) amendment No. 30 for Legacy Pesticides; time extension thru June 30, 2007; \$10,000.00 from CEP budget
10. File 10,373 ABAG Contract Amendment 1; time extension thru May 31, 2007; \$102,639 from CEP budget
11. Collection Systems Report
12. Recycle Committee Report
13. Tailored Collaborative Research project to Water Reuse Proposal, Agenda, and Resumes
14. Resolution to Adopt the Aquatic Science Center
15. Agenda for BACWA Membership Annual Meeting
16. Calendar Year 2007 BACWA Meetings

**5. CONSENT CALENDAR: Moved by Keaney/McCormick**

Consent Calendar Consideration of Approval:

Executive Board Meeting December 21, 2006 Action Item Minutes  
11,301.1 Executive Board Budget Workshop January 12, 2007 Action Item Minutes  
Treasurer Report for December 2006  
Disbursement Report for the Month of December 2006  
File 10,890, Approval of Use of BARWRP Funds for WRF Tailored Collaboration  
\$16,000.

It was noted that BARWRP money must remain separate from BACWA funds because contributors to this account were not necessarily BACWA members, but the name of the account can be changed to "Regional Water Recycling".

Contract Implementation Authorization to Chair:

File 10,897 (BACWA) Amendment 4, SFEI No Cost Contract Extension to SFEI Agreement 498, thru December 31, 2007

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**Handout Packet Distributed at Meeting:**

1. Agenda.
2. Executive Director's Report for December 2006
3. Executive Board Meeting December 21, 2006 Action Item Minutes, Draft 2.
4. 11,601.1 Executive Board Budget Workshop January 12, 2007 Action Item Minutes, Draft 3.
5. Treasurer Report for December 2006, COB 12-31-06.
6. Check Register for December 2006, COB 12-31-06.
7. File 10,890, Approval of Use of BARWRP Funds for WRF Tailored Collaboration, \$16,000.
8. File 10,789 (BACWA) Amendment 4, SFEI No Cost Contract Extension to SFEI Agreement 498, thru December 31, 2007.
9. BAPPG Committee Report
10. First Draft of BACWA Budget for FY 2007-08.

**File 11,602**

**February 22, 2007**

**6. CONSENT CALENDAR: Moved by Keaney/Craig** with the removal of the FY 2007 – 08 BACWA Budget and Workplan

Consent Calendar Consideration of Approval:

Executive Board Meeting January 25, 2007 Action Item Minutes  
11,602.2 Closed Session Meeting Minutes  
Treasurer Report for January 2007  
Disbursement Report for the Month of January 2007

Ratification of Chair Approval:

File 10,900 (BACWA) Larry Walker Associates (LWA); Preparation of Comment Letter Assistance; **\$5,000.00** from the BACWA Expert Consultants budget item; February 1, 2007 through June 30, 2007

Contract Implementation Authorization to Chair:

File 10,914 (BAPPG) Tom Barron, Amalgam Separator List Updated; **\$2,500.00** from the BAPPG account; FY 2006 – 07

File 10,916 (BACWA) Fred Krieger Pulse Article Contract; **\$15,260.00** from the BACWA Expert Consultants budget line item; February 14, 2007 through August 31, 2007.  
File 10,915 OWS Hg Watershed Amendment; **\$1,250.00** from the WQAS Contingency budget line item; **\$4,090.00** from the BACWA Expert Consultants budget line item.  
File 10,631(BACWA) OWS Permit CMTE Amendment 1, **\$7,812.50**.

FY 2007 – 08 BACWA Budget **Moved by Weir/Keaney** was approved after the following discussion.

- Questions were raised about the rate used to calculate the interest.
- WQAS figures are approved but may need to be modified at a subsequent meeting depending on restructuring of the CEP.
- Budgets for AIR, BAPPG, and other accounts will be adopted by July 07.
- Collection Systems will be converted to a Program of Special Interest. Contributions from San Jose will not fund the Collection Systems account, rather the four remaining Principals will in effect increase their contributions to \$7,375.00 each. It was noted that as SSO Enforcement issues are addressed, Combined Sewer System (CSO) concerns should be taken into account.

## 6. COMMITTEE REPORTS:

In a **MOTION by WEIR/KEANEY** the following items were added to the agenda:

- RWR Budget increase of \$4,000 to the originally approved \$16,000, for a new total of **\$20,000**
- Approval for Chair to enter into a contract with Ross and Associates.

Both emergency items were approved, **MOVED by KEANEY/WEIR**.

**MOVED by KEANEY/WEIR** approval of Proposal for White Paper on the Benefits of Implementing Recycled Water Projects in the San Francisco Bay Area.

Added to the Agenda in **MOTION by WEIR/KEANEY**, approval for the Chair to authorize a contract for the creation of White Paper on the Benefits of Implementing Recycled Water Projects in the San Francisco Bay Area.

This emergency item was approved, **MOVED by KEANEY/CRAIG**.

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## Handout Packet Distributed at Meeting:

1. Agenda.
2. Executive Director's Report for January 2007
3. Action Item Minutes Draft No. 2 for January 25, 2007 Executive Board Meeting.
4. Treasurer Report for January 2007, COB 1-31-07.
5. Disbursement Report for January 2007, COB 1-31-07.
6. FY 2007 - 08 BACWA Budget and Workplan
7. File 10,900 (WQAS) Larry Walker Associates (LWA); Preparation of Comment Letter Assistance; \$5,000.00 from the BACWA Expert Consultants budget item; February 1, 2007 through June30, 2007
8. File 10,914 (BAPPG) Tom Barron, Amalgam Separator List Updated; \$2,500.00 from the BAPPG account; FY 2006 - 07
9. File 10,916 (BACWA) Fred Krieger Pulse Article Contract; \$15,260.00 from the BACWA Expert Consultants budget line item; February 14, 2007 through August 31, 2007.
10. File 10,915 (BACWA) OWS Hg Watershed Amendment; \$1,250.00 from the WQAS Contingency budget line item; \$4,090.00 from the BACWA Expert Consultants budget

line item.

11. File 10,631 (BACWA) OWS Permit CMTE Amendment 1, \$7,812.50.
12. Water Quality Tasks Performed with BACWA Permits Committee Budget
13. Media Relations Committee Report
14. Recycled Water Committee Report
15. Proposal for White Paper on the Benefits of Implementing Recycled Water Projects in the San Francisco Bay Area

**Handouts Provided at the Board Meeting:**

16. Electronic NPDES Data Reporting Systems Feature Summary Comparison and Critique, prepared by Rod Miller.
17. Lab Committee Report to the BACWA Board, February 22, 2007, prepared by Rod Miller.
18. Permits Committee Report to the BACWA Board, February 22, 2007, prepared by Arleen Navarret
19. BAPPG Committee Report to the BACWA Board, February 22, 2007, prepared by Melody LaBella.
20. Page 7 of the TCR Proposal: Interagency Partnerships to Facilitate Water Reuse, 12-8-06, prepared by Paula Kehoe, originally included in the December 21, 2006 BACWA Executive Board Meeting Handout Packet.
21. AB32 and POTWs, February 22, 2007, prepared by Stephanie Cheng.
22. Proposed Budget for FY 2007-08 – Issue Paper on Collection System Funding e-mail, February 21, 2007, prepared by Michele Pla.

**File 11,603**

**March 22, 2007**

**5. CONSENT CALENDAR: Moved by Keaney/Weir** with the removal of the USGS Multibox Model

Consent Calendar Consideration of Approval:

- Executive Board Meeting December 21, 2007 Action Item Minutes Revised
- Executive Board Meeting February 22, 2007 Action Item Minutes
- Treasurer Report for February 2007
- Disbursement Report for the Month of February 2007
- 2007-08 BAPPG Budget

CEP as Approved by the EMB:

USGS Multibox Model – Approval to Authorize Chair to sign pending outcome of CEP meeting Monday, March 26, 2007. Recommendation that contract funding is clarified prior to signature. **Moved by Keaney/Craig.**

**7. OTHER BUSINESS:**

A. NACWA Green Infrastructure Statement of Support  
**Moved by Keany/Craig.**

**Handout Packet Distributed at Meeting:**

1. Agenda.
2. Executive Director's Report for February 2007
3. Action Item Minutes Draft No. 3 for December 21, 2006 Executive Board Meeting.
4. Action Item Minutes Draft No. 4 for February 22, 2007 Executive Board Meeting.

5. Treasurer Report for February 2007, COB 2-28-07.
6. Disbursement Report for February 2007, COB 2-28-07.
7. Projects Approved for BAPPG's 2007-08 Budget
8. USGS Joint Funding Agreement
9. Media Relations Committee Report
10. BAPPG Committee Report
11. Recycled Water Committee Report
12. Green infrastructure Statement of Support
13. WERF Collaborative Research Project, Mercury Scope

**Handouts Provided at the Board Meeting:**

14. AB 32 Statewide POTW Group, Steering Committee Kickoff Meeting, Friday March 23, 2007  
Agenda
15. Collection System Committee Report to BACWA Board
16. Lab Committee Report to BACWA Board
17. Permits Committee Report to BACWA Board

**File 11,604**

**April 24, 2007**

- 6. CONSENT CALENDAR: Moved by Tucker/Weir**  
 – **with the removal of the File 10,967 (AIR) CH2M Hill Agreement for GHG Response Group May 2007-June 2008; ~~\$98,400.00~~ \$98,190.00 from the Statewide AIR Account**

Consent Calendar Consideration of Approval:

- File 11,603.2 Closed Session Meeting Minutes
- Treasurer Report for March 2007
- Disbursement Report for the Month of March 2007
- Approval of Fund Transfer from BACWA Expert Consultants line item to RWR White Paper line item of \$10,000.00

Ratification of Chair Approval:

- File 10,964 (BACWA) Limno Tech Dioxin Issue Paper Assistance Phase I, FY 2006-07, \$2,994.00 from General BACWA, Expert Consultants line item.
- File 10,965 (BACWA) SFEI PO for Delineation of Congers for PCB and Dioxin, FY 2006-07, \$2,000.00 from General BACWA, Expert Consultants line item.
- File 10,941 (BACWA) Adammer Web Consulting, FY 2006-07, \$1,500.00 from the BACWA Communication Account, Website line item.

Contract Implementation Authorization to Chair:

- File 10,618 CH2MHill AIR Amendment 1; removal of BASTE task.
- File 10,763 Somach Simmons & Dunn Time Extension Amendment 1
- File 10,962 (BAPPG) O'Rourke Inc., Regional Thermometer Exchange Radio Ads; \$3,309.00 from the BAPPG account; FY 2006-07
- File 10,963 (BAPPG) San Jose Mercury News Regional Thermometer Exchange Newspaper Ads; \$5,013.00 from the BAPPG account; FY 2006-07
- File 10,968 (BAPPG) Morrison and Associates PO for Cu Pipe Corrosion Project, FY 2006-07; \$1,000.00 from the BAPPG account; FY 2006-07.
- File 10,969 (BACWA) Limno Tech Dioxin Issue Paper Assistance Phase II, from General BACWA, Expert Consultants line item FY 2006-07, \$10,000.00 and FY 2007-08, \$3,500.00.
  - **Two PO's to be issued; \$3,500.00 will be funded by FY 2007-08, Permit Water Quality Studies and Analysis line item.**

CEP as Approved by the EMB:

- File 10,950 AMS Amendment 31 No Cost Adjustment Authorization of \$30,000 to Task

- 4.50 Assistance fro the PCB's – related Portion of the Taking Action for Clean Water Grant  
File 10,373 ABAG Amendment 2; \$128,865.00; through June 30, 2008  
- **approval contingent upon performance reviews to be administered by ED every two months.**

In a **MOTION by WEIR/KEANEY** the following item was added to the agenda:

- **SCAP MOA**

Concern was raised about executing a contract with CH2M Hill prior to receiving funds from SCAP. It was also noted that any over-collection of funds could be rolled over into the next phase.

This emergency item was approved, **MOVED by WEIR/TUCKER.**

**MOVED by WEIR/CRAIG**

File 10,967 (AIR) CH2M Hill Agreement for GHG Response Group May 2007-June 2008; **\$98,190.00** from the Statewide AIR Account

- **approval contingent upon removal of Tasks 8-10 from the Scope.**

## 7. COMMITTEE REPORTS:

- **BAPPG – Committee Melody La Bella**

The Committee Report was included in the meeting Handout Packet and reviewed.

- A. Approval for Chair to authorize BACWA to join to the California Product Stewardship Council as a paying Steering Committee member. **MOVED by Tucker/Weir.**  
BAPPG will designate a representative to fill this position.
- B. Approval for Executive Director to sign letter from the POTWs requesting to take Samsung Silver Ion Washer off their rebate list. **MOVED by Craig/Keaney.**

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### Handout Packet Distributed at Meeting:

1. Agenda.
2. Executive Director's Report for March 2007
3. Action Item Minutes Draft No. 2 for March 22, 2006 Executive Board Meeting.
4. Treasurer Report for March 2007, COB 3-30-07.
5. Disbursement Report for March 2007, COB 3-30-07.
6. File 10,964 (BACWA) Limno Tech Dioxin Issue Paper Assistance Phase I, FY 2006-07, \$2,994.00 from General BACWA, Expert Consultants line item.
7. File 10,965 (BACWA) SFEI PO for Delineation of Congers for PCB and Dioxin, FY 2006-07, \$2,000.00 from General BACWA, Expert Consultants line item.
8. File 10,618 CH2MHill AIR Amendment 1; removal of BASTE task.
9. File 10,967 (AIR) CH2M Hill Agreement for GHG Response Group FY07-08; \$99,900.00 from the Statewide AIR 2007-08 Budget Item
10. Memorandum of Agreement between Southern California Alliance of POTWs ("SCAP") and the Bay Area Clean Water Agencies ("BACWA")
11. 10,763 Somach Simmons & Dunn Time Extension Amendment 1
12. File 10,962 (BAPPG) O'Rorke Inc., Regional Thermometer Exchange Radio Ads; \$3,309.00 from the BAPPG account; FY 2006 - 07
13. File 10,963 (BAPPG) San Jose Mercury News Regional Thermometer Exchange Newspaper Ads; \$5,013.00 from the BAPPG account; FY 2006-07

14. File 10,968 (BAPPG) Morrison and Associates PO for Cu Pipe Corrosion Project, FY 2006-07; \$1,000.00 from the BAPPG account; FY 2006-07
15. File 10,969 (BACWA) Limno Tech Dioxin Issue Paper Assistance Phase II, from General BACWA, Expert Consultants line item FY 2006-07, \$10,000.00 and FY 2007-08, \$3,500.00.
16. File 10,950 (CEP) AMS Amendment 31 No Cost Adjustment Authorization of \$30,000 to Task 4.50 Assistance fro the PCB's - related Portion of the Taking Action for Clean Water Grant
17. File 10,373(CEP) ABAG Amendment 2, \$128,865.00; through June 30, 2008
18. Collection Systems Committee Report
19. Media Relations Committee Report
20. BAPPG Report
21. Recycled Water Committee Report
22. Travel Procedures
23. Succession Planning
24. 2007-08 BACWA Approved Budget

**Handouts Provided at the Board Meeting:**

25. Appendix 1: San Francisco Bay Region Basin Plan Amendments, Scope of Work, Revised April 23, 2007
26. AIR Committee Report
27. Lab Committee Report to BACWA Board
28. Permits Committee Report to BACWA Board
29. E-mail to ED from Sejal Choksi dated 4-25-07, re: mercury tmdl language.
30. Mercury Concentration Limits in Existing San Francisco Bay Area POTW Permits (as of March, 2007)

**File 11605**

**May 24, 2007**

5. **CONSENT CALENDAR:**      **Moved by Tucker/Keaney**
  - i. **with the removal of File 10,995 Joint Powers Agreement Creating the Aquatic Science Center**
    1. ED will discuss with BACWA legal counsel the inclusion of language requiring a designated treasurer funded by the JPA.
    2. BACWA will await State Board approval of the agreement before putting it back on the Consent Calendar.
  - ii. **addition of a revised Treasurer Report, pages 1 – 2, for April 2007 distributed to replace the version included in the original Handout Packet.**

Consent Calendar Consideration of Approval:

Executive Board Meeting April 26, 2007 Action Item Minutes

Treasurer Report for April 2007

Disbursement Report for the Month of April 2007

Ratification of Chair Approval:

-File 10,165 (WQAS) Barnes & Thornburg WQAS, Amendment 2; no cost time extension thru June 30, 2008.

-File 10,643 (BACWA) Squire S&D CS Legal Support, Amendment 3; no cost time extension thru June 30, 2008.

- File 10,688 (BACWA) (WQAS) CirclePt BACWA WQAS Outreach, Amendment 1; no cost time extension thru June 30, 2008
- File 10,918 (RWR) Ross Assoc RWR WRF, Amendment 1; no cost time extension thru December 31, 2007.
- File 10,991 (BACWA) LWA SQO Amendment 1; no cost time extension thru June 30, 2008.

#### Multi-Year Contract Implementation Authorization to Chair

- File 10,988 (BACWA) OWS Permit CMTE Support 2007-2010; \$31,250.00; funded by Permit/Water Quality program's item entitled Permit Committee Consulting Support.
- File 10,989 (BACWA) WBA M&O Support 2007-2010; \$17,000.00; funded by General BACWA program's item entitled Consultant Support for BAMl.
- File 10,990 (BACWA) DCM General Counsel 2007-2010; \$2,000.00; funded by the General BACWA program's item entitled Expert Consultants.
- File 10,992 (BACWA) Renewal Letter re: CH2M HILL Media Relations Multi-Year Agreement, extending into Year Three, not to exceed \$18,000.00 plus Year Two Carry Forward. (Media Relations)
- File 10,993 (BACWA) Renewal Letter re: Downey Brand Multi-year Agreement for Permit Appeal Services, not to exceed \$50,000.00 plus FY 06-07 Carry Forward.
- File 10,994 (BACWA) OWS CS CMTE Support 2007-2010; \$40,000.00; funded by Collection Systems program's item entitled Collection Systems Committee Consulting Support.

#### CEP as Approved by the EMB:

File 10,373 ABAG Amendment 3; increase of \$ \$128,865.00 for a not to exceed total of \$230,904.00; revised scope; supersedes Amendment 2.

## 6. COMMITTEE REPORTS:

- **AIR – Stephanie Cheng for Committee Chair Randy Schmidt**

BACWA Air Issues and Regulations Committee – Phase 21 FY 2007-08 Budget: **Moved by Weir/Tucker - contingent upon funding through participation dues.** Concern was raised about approving a budget before confirming total revenue. If all Phase 20 members agree to participate, then the total revenue will exceed \$72,000.

## 8. CEP STATUS REPORT:

Approval for BACWA to invoice members for participation in WQAS rather than CEP: **Moved by Tucker/Weir.** This change will be explained to members in the cover letter that will accompany the consolidated invoices.

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### Handout Packet Distributed at Meeting:

1. Agenda.
2. Executive Director's Report for April 2007
3. Action Item Minutes Draft No. 3 for April 26, 2006 Executive Board Meeting.
4. Treasurer Report for April 2007, COB 4-30-07.
5. Disbursement Report for April 2007, COB 4-30-07.
6. File 10,995 Joint Powers Agreement Creating the Aquatic Science Center
7. File 10,165 (WQAS) Barnes & Thornburg WQAS, Amendment 2; no cost time extension

- thru June 30, 2008.
8. File 10,643 (BACWA) Squire S&D CS Legal Support, Amendment 3; no cost time extension thru June 30, 2008.
  9. File 10,688 (BACWA) (WQAS) Circle Point BACWA WQAS Outreach, Amendment 1; no cost time extension thru June 30, 2008
  10. File 10,918 (RWR) Ross Assoc RWR WRF, Amendment 1; no cost time extension thru December 31, 2007.
  11. File 10,991 (BACWA) LWA SQO, Amendment 1; no cost time extension thru June 30, 2008.
  12. File 10,988 (BACWA) OWS Permit CMTE Support 2007-2010; \$31,250.00; funded by Permit/Water Quality program's item entitled Permit Committee Consulting Support.
  13. File 10,989 (BACWA) WBA M&O Support 2007-2010; \$17,000.00; funded by General BACWA program's item entitled Consultant Support for BAMI.
  14. File 10,990 (BACWA) DCM General Counsel 2007-2010; \$2,000.00; funded by the General BACWA program's item entitled Expert Consultants.
  15. File 10,992 (BACWA) Renewal Letter re: CH2M HILL Media Relations Multi-Year Agreement, extending into Year Three, not to exceed \$18,000.00 plus Year Two Carry Forward. (Media Relations)
  16. File 10,993 (BACWA) Renewal Letter re: Downey Brand Multi-year Agreement for Permit Appeal Services, not to exceed \$50,000.00 plus FY 06-07 Carry Forward.
  17. File 10,994 (BACWA) OWS CS CMTE Support 2007-2010; \$40,000.00; funded by Collection Systems program's item entitled Collection Systems Committee Consulting Support.
  18. File 10,373 ABAG Amendment 3; increase of \$ \$128,865.00 for a not to exceed total of \$230,904.00; revised scope; supersedes Amendment 2.
  19. Collection Systems Committee Report
  20. Media Relations Committee Report
  21. BAPPG Report
  22. Recycled Water Committee Report
  23. Water Conservation Ad Campaign on Behalf of Water Utilities
  24. Travel Procedures
  25. Succession Planning
  26. 2007-08 BACWA Approved Budget

**Handouts Provided at the Board Meeting:**

27. Revised Treasurer's Report for April 2007, pages 1 – 2
28. BACWA Air Issues and Regulations Committee
29. AB32 Statewide POTW Steering Committee Kickoff Meeting Summary, May 15, 2007
30. Lab Committee Report to BACWA Board
31. Permits Committee Report to BACWA Board

**File 11,606**

**June 28, 2007**

**1. Election of New Vice Chair of the Executive Board: MOVED BY MCCORMICK/NAVARRET**

- New Vice Chair is David Tucker of the City of San Jose

**6. CONSENT CALENDAR: MOVED BY NAVARRET/MCCORMICK**

Consent Calendar Consideration of Approval:

Executive Board Meeting May 24, 2007 Action Item Minutes  
Treasurer Report for May 2007  
Disbursement Report for the Month of May 2007

**Contract Implementation Authorization to Chair:**

Authorization to the Chair to sign File 11,128 Solano Community College Agreement for the Operator Education Program.

- File 10,917 RWR MCubed White Paper Amend1; increase by \$80.00 for a new not to exceed amount of \$8,880.00 funded by the RWR item entitled White Paper.
- File 11,123 (BACWA) NAI BACWA Website Services 7/1/07 - 9/30/07; \$1,097; funded by the BACWA Communication of Technical and Regulatory Issues program's item entitled BACWA Website.
- File 11,124 (BACWA) SFEI Contract 695 2007 Status and Trends RMP Water Organic Analyses, 7/1/07 - 6/30/08; \$125,071; funds to be passed through BACWA Special Projects.
- File ~~40,986~~ 10,968 (BAPPG) Morrison and Associates Amendment 1; no cost time extension thru June 30, 2008.
- File 10,995 Joint Powers Agreement Creating the Aquatic Science Center
- File 11,130 (BACWA) Adammer Web Consultant Services

**Multi-Year Contract Implementation Authorization to Chair**

- File 11,120 (BACWA) O'Rorke Media Relations Support 2007-2010; \$37,000.00; funded by the BACWA Communication of Technical and Regulatory Issues program's item entitled Media Relations.
- File 10,618 (AIR) Renewal Letter re: CH2M HILL AIR Committee Support Multi-Year Agreement, extending into Year Two, not to exceed \$72,520.56; funding contingent upon collection of AIR membership dues.
- File 10,689 (BACWA) Renewal Letter re: Michele Pla Consulting Executive Director Agreement extending into Year Three; funded by BACWA Administrative Expenses program line items Executive Director and Admin Expenses.
- File 11,121 (BACWA) Alexandra Gunnell AED Services 2007-2010; not to exceed \$49,400.00; funded by Administrative Expenses program's line items Assistant to Executive Director in BACWA budget and the Administrative Expenses line in other program budgets such as BAPPG, AIR and CEP.

**CEP as Approved by the EMB:**

- File 11,126 (CEP) AMS Amendment 32
- File 11,127 (CEP) ABAG Agreement for CEP Support Services

**7. COMMITTEE REPORTS:**

• **BAPPG – Committee Melody La Bella**

The Committee Report was included in the meeting Handout Packet and reviewed.

A. Approval for Executive Director to sign letters to the Consortium for Energy Efficiency (CEE) and PG & E requesting the removal of the Samsung Silver Ion Washer from the rebate list. **MOVED MCCORMICK/TUCKER**

B. Approval for PSI (Product Stewardship Institute) Membership. **MOVED CRAIG/MCCORMICK**

BAPPG will join as an Adjunct Council member at a cost of \$150.00/year, since Principal agencies are already Full Members.

## 8. OTHER BUSINESS:

### B. File 11,125 (BACWA) BAWAC Regional Public Info Campaign for Water

It was noted that Underground Ads serves as the advertising campaign firm as well as the media purchaser for this project. Approval of agreement: **MOVED BY ROYER/NAVARRET** contingent upon addition of "Contract Manager" approval requirement under item #10 and replacement of the term "full funds" by just "funds".

Approval of 3% ODC: **MOVED BY CRAIG/NAVARRET.**

C. Request for approval of Agreement for Contribution, Deposit and Disbursement of Funds for the SF Bay IRWMP: State Coastal Conservancy Trust Fund, and approval of \$25,000 contribution from BACWA 2007-08 Budget Contingency line item.

Approved as to form: **MOVED BY MCCORMICK/NAVARRET**

### I. Travel Procedures

Approval: **MOVED BY NAVARRET/MCCORMICK** contingent upon addition of reference to "per diem reimbursement or receipts reimbursement"

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## Handout Packet Distributed at Meeting:

1. Agenda.
2. Executive Director's Report for May 2007
3. Action Item Minutes Draft No. 2 for May 24, 2006 Executive Board Meeting.
4. Treasurer Report for May 2007, COB 5-31-07.
5. Disbursement Report for May 2007, COB 5-31-07.
6. File 10,917 RWR MCubed White Paper Amend1; increase by \$80.00 for a new not to exceed amount of \$8,880.00 funded by the RWR item entitled White Paper.
7. File 11,123 (BACWA) NAI BACWA Website Services 7/1/07 - 9/30/07; \$1,097; funded by the BACWA Communication of Technical and Regulatory Issues program's item entitled BACWA Website.
8. File 11,124 (BACWA) SFEI Contract 695 2007 Status and Trends RMP Water Organic Analyses, 7/1/07 - 6/30/08; \$125,071; funds to be passed through BACWA Special Projects.
9. File 10,986 (BAPPG) Morrison and Associates Amendment 1; no cost time extension thru June 30, 2008.
10. File 10,995 Joint Powers Agreement Creating the Aquatic Science Center
11. File 11,130 (BACWA) Adammer Web Consultant Services
12. File 11,120 (BACWA) O'Rorke Media Relations Support 2007-2010; \$37,000.00; funded by the BACWA Communication of Technical and Regulatory Issues program's item entitled Media Relations.
13. File 10,618 (AIR) Renewal Letter re: CH2M HILL AIR Committee Support Multi-Year Agreement, extending into Year Two, not to exceed \$72,520.56; funding contingent upon collection of AIR membership dues.
14. File 10,689 (BACWA) Renewal Letter re: Michele Pla Consulting Executive Director Agreement extending into Year Three; funded by BACWA Administrative Expenses program line items Executive Director and Admin Expenses.
15. File 11,121 (BACWA) Alexandra Gunnell AED Services 2007-2010; not to exceed \$49,400.00; funded by BACWA Administrative Expenses program's line item Assistant to Executive Director.
16. File 11,126 (CEP) AMS Amendment 32

17. File 11,127 (CEP) ABAG Agreement for CEP Support Services
18. BAPPG Report
19. Media Relations Report
20. Proposed Executive Board Meeting Schedule for 2008
21. Travel Procedures
22. Succession Planning
23. File 11,125 (BACWA) Underground Ad for BAWAC Regional Public Info Campaign for Water Conservation
24. Cooperative Agreement between BACWA and BAWAC for the Regional Water Conservation Campaign
25. Agreement: Deposit and Disbursement of Funds for SF Bay IRWMP: State Costal Conservancy Trust Fund
26. 2007-08 BACWA Approved Budget Revised

**Handouts Provided at the Board Meeting:**

27. AIR Committee Report to BACWA Board
28. Permits Committee Report to BACWA Board

**APPENDIX D**

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**2006-2007**

**AUDITOR'S REPORT**

**BAY AREA CLEAN WATER AGENCIES**  
**FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2007 AND 2006**

**BAY AREA CLEAN WATER AGENCIES  
FINANCIAL STATEMENTS  
For The Years Ended June 30, 2007 and 2006**

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<i>Basic Financial Statements</i>	
Statements of Net Assets.....	6
Statements of Revenues, Expenses and Changes in Net Assets.....	7
Statements of Cash Flows.....	8
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## INDEPENDENT AUDITOR'S REPORT

Board of Directors  
Bay Area Clean Water Agencies

We have audited the financial statements of the Bay Area Clean Water Agencies (BACWA) as of and for the year ended June 30, 2007, as listed in the table of contents. These financial statements are the responsibility of BACWA's management. Our responsibility is to express an opinion on these financial statements based on our audit. The basic financial statements as of June 30, 2006 were audited by other auditors, whose opinion dated September 15, 2006 was unqualified.

We conducted our audit in accordance with generally accepted auditing standards in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance as to whether the financial statements referred to above are free of material misstatement. An audit includes examining on a test basis evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the basic financial statements referred to above present fairly in all material respects the financial position of the Bay Area Clean Water Agencies as of June 30, 2007 and the results of its operations and its cash flows for the year then ended, in conformity with generally accepted accounting principles in the United States of America.

Management's Discussion and Analysis is required by the Governmental Accounting Standards Board, but is not part of the basic financial statements. We have applied certain limited procedures to this information, principally inquiries of management regarding the methods of measurement and presentation of this information, but we did not audit this information and we express no opinion on it.

*Maze and Associates*

August 17, 2007

## BAY AREA CLEAN WATER AGENCIES

### Management's Discussion and Analysis

June 30, 2007 and 2006

This section presents management's discussion and analysis of the Bay Area Clean Water Agencies (BACWA) financial condition and activities as of and for the years ended June 30, 2007 and 2006. Management's Discussion and Analysis (MDA) is intended to serve as an introduction to the Agency's basic financial statements. The MDA represents management's examination and analysis of the Agency's financial condition and performance.

This information should be read in conjunction with the audited financial statements that follow this section. The information in the MDA is presented under the following headings:

- Organization and Business
- Overview of the Financial Statements
- Financial Analysis
- Request for Information

#### **Organization and Business**

The Bay Area Dischargers Association (BADA) was created as a public entity in accordance with the terms of a Joint Exercise of Powers Agreement, dated January 4, 1984, for the purpose of collecting, interpreting and disseminating data on the aquatic life and quality of waters of the San Francisco Bay System (the Bay) with emphasis on pollution-related effects. Renamed BACWA on February 22, 2001, it is composed of BADA's five original signatory agencies: East Bay Municipal Utility District (EBMUD), a public corporation; Central Contra Costa Sanitary District, a public corporation; East Bay Dischargers Authority (EBDA), a joint powers public corporation; the City and County of San Francisco (San Francisco), a municipal corporation; and the City of San Jose (San Jose), a municipal corporation. BACWA principals contribute funds to cover operating expenses based on an annual workplan and budget, in accordance with sections 9 and 10 of BACWA's Joint Powers Agreement. There are fourteen associate members and thirty five affiliate members that contribute a minimum of \$7,500 and \$1,500 annually, respectively.

For additional information, please see the notes to the basic financial statements.

#### **Overview of the Financial Statements**

The financial statements include a *statement of net assets*, a *statement of revenues, expenses, and changes in fund net assets*, a *statement of cash flows*, and *notes to the financial statements*. The report also contains other required supplementary information in addition to the basic financial statements.

BACWA's financial statements include:

The *statement of net assets* presents information on the Agency's assets and liabilities, with the difference between the two reported as net assets. It provides information about the nature and amount of resources and obligations at year-end.

The *statement of revenues, expenses, and changes in net assets* presents the results of the Agency's operations over the course of the fiscal year and information as to how the *net assets* changed during the year.

## BAY AREA CLEAN WATER AGENCIES

### Management's Discussion and Analysis

June 30, 2007 and 2006

The *statement of cash flows* presents changes in cash and cash equivalents resulting from operational and investing activities. This statement summarizes the annual flow of cash receipts and cash payments, without consideration of the timing of the event giving rise to the obligation or receipt.

The *notes to basic financial statements* provide additional information that is essential to a full understanding of the data provided in the basic financial statements. The notes to basic financial statements can be found on pages 8 to 12 of this report.

#### Financial Analysis:

The following summarizes net assets at June 30, 2007 and 2006, together with changes from the prior year.

#### Summary of Net Assets (Table 1)

June 30, 2007 and 2006

	Year ended June 30		Variance
	2007	2006	
Current assets	\$ 2,576,288	\$ 1,988,142	\$ 588,146
Current liabilities	375,826	324,649	51,177
Net assets:			
Restricted for operating projects	2,080,462	1,548,493	531,969
Unrestricted	120,000	115,000	5,000
Total net assets	\$ 2,200,462	\$ 1,663,493	\$ 536,969

- Total assets at June 30, 2007 increased by \$588,146, or 29.58 % from the prior year. The principal reason for the increase was the increase in the cash and equivalents. This increase mainly due to last year's unspent contributions has rollovered to this year, therefore, the cash balance in the beginning of the year is \$1,963,478 comparing to \$1,432,375 in the year 2006.

## BAY AREA CLEAN WATER AGENCIES

### Management's Discussion and Analysis

June 30, 2007 and 2006

The following summarizes revenues, expenses and changes in fund net assets for the years ended June 30, 2007 and 2005, together with changes from the prior year.

#### Summary of Revenues, Expenses and Changes in Fund Net Assets (Table 2)

Years ended June 30, 2007 and 2006

Assets	2007	2006	Variance
Operating expenses	\$ (1,338,303)	\$ (1,616,233)	\$ 277,930
Operating income	126,349	81,438	44,911
Loss before capital contribution	(1,211,954)	(1,534,795)	
Contributions from members	1,748,923	2,092,517	(343,594)
Change in net assets	\$ 536,969	\$ 557,722	\$ (20,753)

- BACWA had no operating revenue in 2007 or 2006, as its funding comes from contributions from members.
- Operating expenses for the year ended June 30, 2007 decreased by \$277,930, or 17.19 % from the prior year. The principal reasons for the decrease are as follows. BACWA's own expenses for continuing programs decreased by \$184,883, from \$814,350 to \$629,467. The reason for this decrease was BACWA had reduced number of permit appeals which resulted in reduced professional service costs for attorneys and consultants. This also reflected BACWA's newly adopted budget control program, contributions from members has decreased to \$610,424 in year 2007 from \$827,343 in year 2006. The Clean Estuary Project expenses decreased by \$213,133 from \$597,670 to \$384,535 as the studies of select chemical elements and compounds were reduced. A new project- the Water Quality Attainment Strategies was adopted in fiscal year 2006 at a total cost of \$118,035.
- Non-operating income for the years ended June 30, 2007 and 2006 consisted primarily of interest income. The increase in interest income is due to an increase in interest rates and higher ending balance.
- Contribution from members decreased by \$343,594, or 16.42% from the prior year. BACWA had changed contribution process for Clean Estuary Partnership, instead direct contributing to CEP, members first contributed to the new project- Water Quality Attainment Strategies; WQAS would fund the CEP for the studies it contracted to. As the result, the WQAS has an increase of \$591,885 in the contribution, however, due to the reduced study programs; the funding for CEP has decreased by \$924,887 from \$956,887 to \$32,000.

#### Request for Information

This financial report is designed to provide viewers with a general overview of The Bay Area Clean Water Agencies' finances and demonstrate BACWA's accountability for the monies it manages. If you have any questions about this report, or need additional information, please contact: the Executive Director, PMB 241, 936-B Seventh Street, Novato, CA. 94945-3000.

BAY AREA CLEAN WATER AGENCIES  
STATEMENTS OF NET ASSETS  
JUNE 30, 2007 AND 2006

	<u>2007</u>	<u>2006</u>
<b>ASSETS</b>		
Cash and cash equivalents (Note 2)	\$120,000	\$115,000
Accounts receivable	164,385	
Accrued interest receivable	31,330	24,664
Restricted cash and cash equivalents (Note 2)	<u>2,260,573</u>	<u>1,848,478</u>
Total Assets	<u>2,576,288</u>	<u>1,988,142</u>
<b>LIABILITIES</b>		
Accounts payable	349,048	321,198
Payable to EBMUD	<u>26,778</u>	<u>3,451</u>
Total Liabilities	<u>375,826</u>	<u>324,649</u>
<b>NET ASSETS (Note 1)</b>		
Restricted for operating projects	2,080,462	1,548,493
Unrestricted	<u>120,000</u>	<u>115,000</u>
Total Net Assets	<u><u>\$2,200,462</u></u>	<u><u>\$1,663,493</u></u>

See accompanying notes to financial statements

BAY AREA CLEAN WATER AGENCIES  
 STATEMENTS OF REVENUES, EXPENSES  
 AND CHANGES IN NET ASSETS  
 FOR THE YEARS ENDED JUNE 30, 2007 AND 2006

	2007	2006
Operating expenses:		
Professional services	(\$1,285,803)	(\$1,588,552)
General and administrative	(49,585)	(4,484)
Membership fees and other	(2,915)	(23,197)
Total operating expenses	(1,338,303)	(1,616,233)
Nonoperating revenues:		
Interest income	126,349	81,438
(Loss) before member contributions	(1,211,954)	(1,534,795)
Member contributions and other receipts	1,748,923	2,092,517
Changes in net assets	536,969	557,722
Total net assets - beginning	1,663,493	1,105,771
Total net assets - ending	\$2,200,462	\$1,663,493

See accompanying notes to financial statements

BAY AREA CLEAN WATER AGENCIES  
 STATEMENTS OF CASH FLOWS  
 FOR THE YEARS ENDED JUNE 30, 2007 AND 2006

	2007	2006
Cash flows from operating activities:		
Cash paid for supplies and services	(\$1,287,126)	(\$1,622,428)
Cash flows from noncapital financing activities:		
Cash received from member contributions and other receipts	1,584,538	2,092,517
Cash flows from investing activities:		
Interest received on investments	119,683	61,013
Net increase in cash and cash equivalents	417,095	531,102
Cash and equivalents at beginning of period	1,963,478	1,432,376
Cash and equivalents at end of period	\$2,380,573	\$1,963,478
Reconciliation of net operating income (loss) to net cash provided by operating activities:		
Operating income (loss)	(\$1,338,303)	(\$1,616,233)
Adjustments to reconcile operating loss to cash flows from operating activities:		
Changes in operating assets and liabilities:		
Accounts payable	51,177	(6,195)
Net cash flow provided by operating activities	(\$1,287,126)	(\$1,622,428)

See accompanying notes to financial statements

**BAY AREA CLEAN WATER AGENCIES  
FINANCIAL STATEMENTS  
FISCAL YEAR ENDED JUNE 30, 2007 AND 2006**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Description of Reporting Entity**

The Bay Area Clean Water Agencies (BACWA) was organized on January 4, 1984 as the Bay Area Dischargers Association (BADA), and changed its name to BACWA effective February 22, 2001. BACWA was established for the purpose of collecting, interpreting and disseminating data on the aquatic life and quality of waters of the San Francisco Bay System with emphasis on pollution-related effects. BACWA is composed of five original BADA signatory agencies: East Bay Municipal Utility District (EBMUD), a public corporation; Central Contra Costa Sanitary District, a public corporation; East Bay Dischargers Authority, a joint powers public corporation; the City and County of San Francisco, a municipal corporation; and the City of San Jose, a municipal corporation. BACWA contributes funds to cover operating expenses based on an annual work plan and budget, in accordance with Sections 9 and 10 of BACWA's Joint Powers Agreement. There are fourteen associate members and thirty-five affiliate members that contribute a minimum of \$7,500 and \$1,500 annually, respectively.

BACWA has the following standing committees. Each committee's revenues and expenses are tracked separately from BACWA's other revenues and expenses.

- *The Air Issues and Regulations Committee (AIR)* was an independent organization founded in 1987 to provide air quality information to publicly owned treatment works. On July 1, 1994, AIR became a separate committee within BACWA.
- *The Clean Estuary Partnership (CEP)* was organized in August 2001, and a BACWA standing committee formed shortly thereafter, to develop Water Quality Attainment Strategies, including total maximum daily loads, for the San Francisco Bay-Delta and its tributaries.
- *San Francisco Bay Area Pollution Prevention Group (SFBAPPG)* is an independent organization founded in 1990 to create public education programs regarding water pollution. In fiscal year 2002, it joined BACWA, becoming a BACWA standing committee.
- *The Integrated Regional Water Management Plan (IRWMP)* is a Proposition 50 program. BACWA participated in the coordination and development of the program for the San Francisco Bay Area in 2003. BACWA has the responsibilities over the wastewater and water recycling services area of the program.
- *The Water Quality Attainment Strategies (WQAS)* is a group that specific reviews and develops positions for Basin Plan Amendment, SIP Amendments, and other state and federal water quality plans, regulations or guidance documents.
- *The Regional Water Recycling Committee (RWR)* was established in 2007 to promote water recycling in order to protect the environment, develop reliable water supply and to sustain our economic viability in the Bay Area region.
- *California Wastewater Climate Change Group (CWCCG)* was formed in early 2007 to develop greenhouse gas emission protocols specific to waste water treatment processes for use by all agencies, work with California Climate Action Registry to have protocols recognized and accepted.

BAY AREA CLEAN WATER AGENCIES  
FINANCIAL STATEMENTS  
FISCAL YEAR ENDED JUNE 30, 2007 AND 2006

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**B. Basis of Accounting and Presentation**

The accompanying financial statements report the financial position of BACWA in accordance with accounting standards generally accepted in the United States of America. As BACWA is exclusively composed of governmental entities, the preparation of its financial statements is governed by the pronouncements of the Governmental Accounting Standards Board (GASB).

BACWA as a proprietary enterprise, is accounted for on a flow of economic resources measurement focus using the accrual basis of accounting. Measurement focus refers to what is being measured; basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements.

BACWA distinguishes *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing deliverable goods in connection with a proprietary fund's principal ongoing operations. Operating expenses for BACWA include the cost of sales and services and administrative expenses. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

BACWA does not apply statements of Financial Accounting Standards Board (FASB) and interpretations issued after November 30, 1989. BACWA applies all applicable GASB pronouncements as well as statements and interpretations of FASB, Accounting Principles Board Opinions, and Accounting Research Bulletins of the Committee on Accounting Procedure issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements.

*Statement of Net Assets* – The statement of net assets is designed to display the financial position of BACWA. BACWA's fund equity is report as net assets, which is the excess of all of the Agency's assets over all its liabilities. Net Assets are divided into three captions under GASB Statement 34. These captions apply only to Net Assets and are described below:

*Invested in capital assets* describes an agency's capital assets, including restricted capital assets, net of accumulated depreciation and reduced by any outstanding balances of any bonds, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

*Restricted* describes the portion of Net Assets which is restricted as to use by the terms and conditions of agreements with outside parties, governmental regulations, laws, or other restrictions which the Agency cannot unilaterally alter. These principally include developer fees received for use on capital projects, debt service requirements, and fees charged for the provision of future water resources.

*Unrestricted* describes the portion of Net Assets which is not restricted to use.

*Statement of Revenues, Expenses, and Changes in Net Assets* – The statement of revenues, expenses, and changes in net assets is the operating statement for proprietary funds. Revenues are reported by major source. This statement distinguishes between operating and nonoperating revenues and expenses and presents a separate subtotal for operating revenues, operating expenses, and operating income.

**BAY AREA CLEAN WATER AGENCIES  
FINANCIAL STATEMENTS  
FISCAL YEAR ENDED JUNE 30, 2007 AND 2006**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

When both restricted and unrestricted resources are available for use, it is BACWA's policy to use restricted resources first, then unrestricted resources as they are needed.

**C. Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**D. Cash and Cash Equivalents**

BACWA considers all highly liquid investments with original maturities of three months or less when purchased to be cash equivalents.

**E. Allocation of Costs**

In accordance with the adopted work plan and approved budget for the year ended June 30, 2007, all costs incurred by BACWA for general overhead and for programs with general benefit are shared equally between each of the original signatory members.

Costs incurred for the benefit of specific programs are allocated in direct proportion to the benefits received as approved by BACWA's Executive Board.

AIR, CEP, SFBAPPG, BAWRP, IRWMP, WQAS, RWR and CWCCG have their own budgets, and their expenditures are funded from their own separate revenues.

**NOTE 2 - CASH AND INVESTMENTS**

**A. Composition**

BACWA's cash and cash equivalents consisted of the following at June 30:

	2007	2006
Demand deposits with banks	\$12,973	\$9,878
Local Agency Investment Fund	2,367,600	1,953,600
	\$2,380,573	\$1,963,478

**B. Collateralization of Cash and Cash Equivalents**

California Law requires banks and savings and loan institutions to pledge government securities with a market value of 110% of BACWA's cash on deposit or first trust deed mortgage notes with a value of 150% of BACWA's cash on deposit as collateral for these deposits. Under California Law this collateral is held in an investment pool by an independent financial institution in BACWA's name and places BACWA ahead of general creditors of the institution pledging the collateral. BACWA has waived collateral requirements for the portion of deposits covered by federal deposit insurance.

**BAY AREA CLEAN WATER AGENCIES  
FINANCIAL STATEMENTS  
FISCAL YEAR ENDED JUNE 30, 2007 AND 2006**

**NOTE 2 - CASH AND INVESTMENTS (Continued)**

BACWA's investments are carried at fair value, as require by generally accepted accounting principles. BACWA adjusts the carrying value of its investments to reflect their fair value at each fiscal year end, and it includes the effects of these adjustments in income for that fiscal year.

**C. Credit Risk**

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. As an external investment pool, the Local Agency Investment Fund was not rated as of June 30, 2007.

**D. Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Normally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. BACWA generally manages its interest rate risk by holding investments to maturity. BACWA's only investment in the California Local Agency Investment Fund has a maturity date of less than twelve months.

**E. Local Agency Investment Fund (LAIF)**

BACWA is a participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code §16429 under the oversight of the Treasurer of the State of California. BACWA reports its investment in LAIF at the fair value amount provided by LAIF, which is the same as the value of the pool share. The balance available for withdrawal is based on the accounting records maintained by LAIF, which are maintained on an amortized cost basis. Included in LAIF's investment portfolio are collateralized mortgage obligations, mortgage-backed securities, other asset-backed securities, loans to certain State funds, and floating rate securities issued by federal agencies, government-sponsored enterprises, United States Treasury Notes and Bills, and corporations. At June 30, 2007, these investments matured in an average of 176 days.

**NOTE 3 - RELATED PARTY TRANSACTION**

As BACWA does not have any employees, EMBUD provides BACWA with ongoing treasury, accounting and auditing pass-through costs, and certain technical (laboratory) services, which are reimbursed by BACWA and the related organizations on no less than a quarterly basis. Total reimbursements for the year ended June 30, 2007 and 2006, were \$26,898 and \$292,134 respectively, and are primarily reflected in the general and administrative expenditures on the Statement of Revenues, Expenditures, and Changes in Net Assets.

**BAY AREA CLEAN WATER AGENCIES  
FINANCIAL STATEMENTS  
FISCAL YEAR ENDED JUNE 30, 2007 AND 2006**

**NOTE 4 – RISK MANAGEMENT**

BACWA's liability and property risks are insured by commercial insurance carriers. Selected insurance coverage includes:

<u>Coverage</u>	<u>Policy Limit</u>
Bodily injury	\$5,000,000
Property damage	5,000,000
Personal injury	5,000,000
Non-owned and hired automobile liability	5,000,000
Public officials errors and omissions	5,000,000
Fire damage liability	1,000,000
Employment practices liability	2,000,000

Any liability BACWA may have for uninsured claims is limited to general liability claims. However, BACWA has experienced no losses from such claims during the preceding three years and it therefore believes there is no liability for claims incurred but not reported.

## **APPENDIX E**

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**2006-2007**

**Consultants Under Contract to BACWA**

<b>Consultant</b>	<b>Enterprise</b>
Adammer - Web Consulting	BACWA
Alexandra Gunnell - AED	All Enterprises
Applied Marine Sciences (AMS) – CEP Program Coordinator	CEP
Association of Bay Area Governments (ABAG)	CEP
Barnes & Thornburg LLP - 05-06 Carryover	WQAS
CH2M Hill – Regional AIR Committee	AIR
CH2M Hill – BACWA/BASMAA Media Relations	BACWA
CH2M Hill – CWCCG Support	CWCCG
CirclePoint – Public Information & Outreach	BACWA
CirclePoint – Fact Sheets	WQAS
Day Carter Murphy - General Counsel	BACWA
Downey Brand LLP – Permit Appeals Legal Services	BACWA
East Bay Municipal Utility District (EBMUD) – Accounting & Administrative Services	All Enterprises
Eisenberg, Olivieri & Associates (EOA) – Blending Program	BACWA
Elizabeth A. Clark, Consulting – Assistant Executive Director	All Enterprises
Frederick Krieger – Pulse Article	BACWA
Jack Nadel - FOG Scraper	BAPPG
LWA - Cu / Ni BPA	WQAS
LWA - Cn BPA	WQAS
LWA - SQO - Project No. 00114.36	BACWA

LWA - Comment Letter	BACWA
Limno Tech Dioxin Issue Paper, Phase 1 and 2	BACWA
Linda Macpherson - Ch2M Hill, White Paper Review	RWR
M.Cubed – White Paper Review	RWR
Michele Pla – Executive Director	All Enterprises
Morrison and Associates - Cu Pipe	BAPPG
Neighborhood America Inc. (NAI) -Websites Hosting & Maintenance	BACWA
O'Rorke Inc. - Thermometer Exchange	BAPPG
O'Rorke Inc. - Media Relations (BACWA/BASMAA)	BACWA
Oakley Water Strategies, Inc (OWS) - Permit Committee Support	BACWA
Oakley Water Strategies, Inc (OWS) - CS Committee Support	BACWA
Oakley Water Strategies, Inc (OWS) - Hg Watershed, Step 1	WQAS
Oakley Water Strategies, Inc (OWS) - Hg Watershed, Step 2	BACWA
Presidio Trust	RWR
Ross and Associates - WRF Facilitation	RWR
San Francisco Estuary Institute Contract No. 498 B RMP S&T (Water Hardness, Sediment Trace Elements, and Sediment Trace Organics)	BACWA
San Francisco Estuary Institute Contract No. 623-2 -	BACWA
San Francisco Estuary Institute Contract No. 631 -	BACWA
San Francisco Estuary Institute Contract No. 651 -	BACWA
SFEI - SFPUC Mapping Project	BACWA
SFEI - Delineation of Cogeners	BACWA

San Jose Mercury News - Thermometer Exchange	BAPPG
Somach, Simmons & Dunn LLP - Hg TMDL	WQAS
Somach, Simmons & Dunn LLP - 05-06 Carryover WQAS	BACWA
Somach, Simmons & Dunn LLP - 05-06 Carryover SSO	BACWA
Squires, Sanders & Dempsey LLP - CS Legal Counsel	BACWA
Squires, Sanders & Dempsey LLP - 05-06 Carryover	BACWA
Tom Barron - Amalgam Separator	BAPPG
USGS - Multibox Joint Funding Agreement	CEP
Univision B Spanish Radio Outreach (KSOL)	BAPPG
Whitley, Burchett & Associates WBA BAMI & OIG Cmte Support	BACWA

**APPENDIX F**

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**2006-2007**

**Bay Area Integrated Regional Water Management (IRWM)  
Plan Budget Table**

Exhibit C Budget Table 1								
Proposal Title: Bay Area Integrated Regional Water Management (IRWM) Plan								
Project No.	Project Title	Implementing Agency	Estimated Total Project Cost	Estimated Local Cost	<sup>1</sup> Other State Funds	Max. Grant Funds	<sup>2</sup> Required Local Cost Share	<sup>3</sup> Retention amount DWR will withhold per project
1	CCWD-EBMUD Regional Intertie (VFDs)	Contra Costa Water District	\$2,440,363	\$1,940,363	\$0	\$500,000	\$245,000	\$50,000
2	Regional Conservation Campaign	Bay Area Clean Water Agencies	\$1,042,550	\$0	\$0	\$1,042,550	\$0	\$104,255
3	CA WaterStar Initiative - Bay Area	East Bay Municipal Utilities District	\$817,000	\$50,000	\$242,000	\$525,000	\$50,000	\$52,500
4	New Business Guidebook Pilot Program	East Bay Municipal Utilities District	\$100,000	\$25,000	\$0	\$75,000	\$25,000	\$7,500
5	Redwood City Recycled Water Project	Redwood City	\$4,087,000	\$1,962,200	\$1,152,000	\$972,800	\$410,000	\$97,280
6	Mountain View / Moffett Area Recycled WP	City of Mountain View	\$21,421,971	\$8,799,171	\$11,650,000	\$972,800	\$2,150,000	\$97,280
7	South Bay Advanced RW Treatment Project	City of San Jose	\$18,708,000	\$15,774,000	\$0	\$2,934,600	\$1,880,000	\$293,460
8	Richmond Advanced Recycling Expans.Project M	East Bay Municipal Utilities District	\$2,817,000	\$689,000	\$0	\$2,127,600	\$220,000	\$212,760
9	Pacifica Recycled Water Project	North Coast Water District	\$10,005,459	\$7,907,459	\$1,354,000	\$744,400	\$1,000,000	\$74,440
10	North Marin Recycled Water Project	North Marin Water District	\$5,042,890	\$4,087,581	\$710,759	\$244,550	\$505,000	\$24,455
11	Mocho Basin GW Demineralization Project	Zone 7 Water Agency	\$33,115,418	\$32,375,418	\$0	\$740,000	\$4,000,000	\$74,000
12	Bay Water Desalination Project	Marin Municipal Water District	\$173,396,000	\$169,690,000	\$3,330,744	\$366,800	\$17,340,000	\$36,680
13	Groundwater Exploration Project	Montara Water & Sanitary District	\$48,000	\$10,900	\$0	\$37,100	\$5,000	\$3,710
14	Alameda Creek Ph.2 Fish Passage Project	Alameda County Water District	\$1,022,538	\$422,538	\$0	\$600,000	\$100,000	\$60,000
15	Napa Marsh Restoration Project / RWP	Sonoma County Water Agency	\$17,868,107	\$17,501,307	\$0	\$366,800	\$1,790,000	\$36,680
A	Grant Administration	Bay Area Clean Water Agencies	\$250,000	\$0	\$0	\$250,000	\$0	\$25,000
		<b>Grand Total</b>	\$292,182,296	\$261,234,937	\$18,439,503	\$12,500,000	\$29,720,000	\$1,250,000

Footnotes: <sup>1</sup>Other State Funds not to be counted as local cost share. Presented in this Table as a requirement from application.

<sup>2</sup>This is the local cost share that must be documented per project. After each project documents this share, disbursement of funds will be at a 1:1 ratio up to the maximum grant award identified per project.

<sup>3</sup>See Exhibit D, Standard Conditions regarding reimbursement of withheld retention amount.